



DEPARTMENT OF THE NAVY  
OFFICE OF THE CHIEF OF NAVAL OPERATIONS  
2000 NAVY PENTAGON  
WASHINGTON, D.C. 20350-2000

OPNAVINST F3100.6J CH-2  
N3/N5  
04 Oct 2011

OPNAV INSTRUCTION F3100.6J CHANGE TRANSMITTAL 2

From: Chief of Naval Operations

Subj: SPECIAL INCIDENT REPORTING (OPREP-3 PINNACLE, OPREP-3  
NAVY BLUE, AND OPREP-3 NAVY UNIT SITREP) PROCEDURES

Encl: (1) Revised "Record of Changes"  
(2) Revised Page 2-7 of Chapter 2  
(3) Revised Pages 4-3 through 4-12 of Chapter 4  
(4) Revised Page 5-3 of Chapter 5  
(5) Revised Pages 5-6 through 5-10 of Chapter 5  
(6) Revised Appendix B

1. Purpose. To update critical information pertaining to motorcycle mishap related operational report (OPREP)-3 reporting criteria and update supplemental sexual assault incident reporting requirements.

a. Replaced "rape and forcible sodomy, and attempts to commit these offenses" with "sexual assault" in the list of significant misconduct requiring OPREP-3 NAVY BLUE reports, as sexual assaults are reported via OPREP-3 NAVY UNIT situation reports (SITREP). See chapters 4 and 5 and appendix B.

b. Updated procedures for reporting sexual assault incidents in chapters 4 and 5 and appendix B.

c. Removed the requirement for OPREP and SITREPs regarding sexual assault incidents to be prepared based on data fields contained in NAVPERS 1752/1 Sexual Assault Incident Data Collection Report. See appendix B.

d. Updated the definition of sexual assault in appendix B with exact definition from DoD Directive 6495.01 of 6 October 2005.

e. Added requirement for commands to submit a revised NAVPERS 1752/1 to Deputy Chief of Naval Operations (DCNO) Manpower, Personnel, Training and Education (MPTE) (N1) within 10 days of initial OPREP-3 NAVY BLUE or OPREP-3 NAVY UNIT SITREP. See appendix B for further guidance.

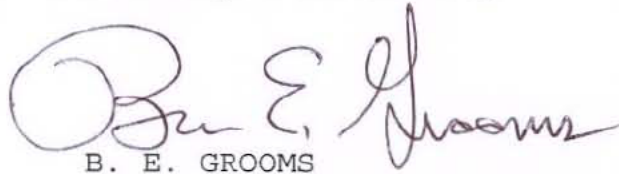
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OCT 04 2011

2. Action

a. Remove "Record of Changes" of the basic instruction and replace with enclosure (1) of this change transmittal.

b. Remove pages 2-7, 4-3 through 4-12, 5-3, 5-6 through 5-10, and appendix B of the basic instruction and replace with enclosures (2) through (6) of this change transmittal, respectively.



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N3/N5

26 Apr 2011

OPNAV INSTRUCTION F3100.6J CHANGE TRANSMITTAL 1

From: Chief of Naval Operations

Subj: SPECIAL INCIDENT REPORTING (OPREP-3 PINNACLE, OPREP-3  
NAVY BLUE, AND OPREP-3 NAVY UNIT SITREP) PROCEDURES

Encl: (1) Revised "Record of Changes"  
(2) Revised Page 4  
(3) Revised Page 1-6 of Chapter 1  
(4) Revised Page 2-6 of Chapter 2  
(5) Revised Page 4-1 of Chapter 4  
(6) Revised Pages 4-3 through 4-5 of Chapter 4  
(7) Revised Page 4-11 of Chapter 4  
(8) Revised Pages 5-2 through 5-9 of Chapter 5  
(9) Revised Page A-1 of Appendix A  
(10) Revised Pages B-1 through B-18 of Appendix B  
(11) Revised Pages E-1 through E-3 of Appendix E

1. Purpose. To update critical information pertaining to the creation of 10<sup>th</sup> Fleet Cyber Command, Navy Safety Center's response to the Chief of Naval Operation's assignment of responsibilities for the Personal Firearms Safety Program, and administrative updates.

2. Action

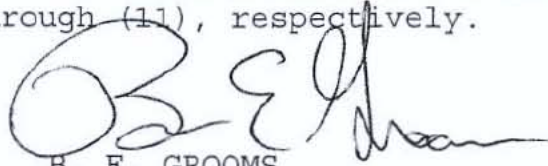
a. Remove "Record of Changes" and replace with enclosure (1) of this change transmittal.

b. Remove page 4 of the basic instruction and replace with enclosure (2) of this change transmittal.

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c. Remove pages 1-6, 2-6, 4-1, 4-3 through 4-5, 4-11, 5-2 through 5-9, A-1, B-1 through B-18, and E-1 through E-3 and replace with enclosures (3) through (11), respectively.



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**SPECIAL INCIDENT REPORTING  
(OPREP-3 PINNACLE,  
OPREP-3 NAVY BLUE, AND  
OPREP-3 NAVY UNIT SITREP)  
PROCEDURES**

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04 Oct 2011

**RECORD OF CHANGES**

<b>IDENTIFICATION OF CORRECTION OR CHANGE</b>	<b>DATE OF CHANGE</b>	<b>DATE OF ENTRY</b>	<b>ENTERED BY</b>
Change 1 Navy Cyber Defense Operation Command (NCDOC) critical updates, revision to Navy Safety Center Personal Firearms Safety Program, revision to OPREP examples and updated definition of "sexual assault."	26 Apr 2011		
Change 2 Critical updates to motorcycle mishap related OPREP-3 reporting criteria, voice message reports contact information and supplemental sexual assault reporting requirements.	04 Oct 2011		

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OPNAV INSTRUCTION F3100.6J

From: Chief of Naval Operations

Subj: SPECIAL INCIDENT REPORTING (OPREP-3 PINNACLE, OPREP-3 NAVY BLUE, AND OPREP-3 NAVY UNIT SITREP) PROCEDURES

Ref: See Appendix A

1. Purpose. This manual contains guidance, policy, and instructions for special incident reports in accordance with references (a) and (b). These reports are used to provide timely information on critical situations and military operations. This instruction has undergone numerous editorial and technical changes and should be reviewed in its entirety. Major changes include:

a. Added the requirement that follow-up (FOLUP) record message reports reference the date/time group (DTG) of previously sent voice or record message reports.

b. Added the requirement that use of force against suspected pirates at sea be reported via OPREP-3 PINNACLE.

c. Added the requirement that activation of an organization's continuity of operations plan (COOP) be reported via OPREP-3 PINNACLE or OPREP-3 NAVY BLUE.

d. Added the requirement that commands provide recent operational, expeditionary, or individual augmentation (IA) deployment data for all suicides, suicide attempts, and suicide-related behavior and for all incidents of domestic violence or abuse.

e. (b) (7)(E)

f. (b) (7)(E)

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g. Reworded law of war reportable incidents section to reflect current terminology.

h. Clarified guidance on reporting of collisions and allisions.

i. Replaced "suicide, suicide attempts, suicidal gestures" with "suicide-related behavior" in the list of lesser misconduct requiring OPREP-3 NAVY UNIT SITREP reports, as suicide and suicide attempts are reported via OPREP-3 NAVY BLUE reports. Also replaced "suicide gestures/ideation" with "suicide-related behavior" to reflect current terminology and updated the definitions of suicide, suicide attempts, and suicide-related behavior in appendix B.

j. Added the requirement that commanders consult a judge advocate general (JAG) in any alleged sexual assault or sexual harassment case. See chapters 4 and 5 and appendix B.

k. Provided additional details regarding reporting of Naval Criminal Investigative Service (NAVCRIMINSERV) involvement in chapter 2, section III.

l. Updated procedures for reporting explosive mishaps in appendix C.

m. A follow-up report for a marine mammal incident shall be submitted within 24 hours of the incident. See appendix D for further guidance.

n. (b) (7)(E)

o. (b) (7)(E)

p. (b) (7)(E)

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2. Cancellation. OPNAVINST F3100.6H.

3. Applicability. Applies to all Navy commands, afloat and ashore, including recruiting and training commands, Fleet Marine Force (FMF) units under U.S. Navy cognizance, Military Sealift Command (MSC) shore commands, U.S. Naval ships (less foreign manned ships), and bare boat chartered ships that have been designated public vessels of the United States. This includes Selected Reservists even when in a non-drilling status.

4. Discussion. This instruction was developed in compliance with references (a) and (b). It is the only Operational Report (OPREP)-3 PINNACLE, OPREP-3 NAVY BLUE, and OPREP-3 NAVY UNIT Situational Report (SITREP) guidance to be used by U.S. Navy commands. Supplemental instructions by subordinate commands may amplify, but shall not modify, the structure set forth in this instruction.

a. The OPREP-3 reporting system provides military units, at any level of command, a system to report significant events and incidents to the highest levels of command.

b. The OPREP-3 PINNACLE series messages are used to report incidents that are of national-level interest to the National Military Command Center (NMCC).

c. The OPREP-3 WHITE PINNACLE system is used to exercise and evaluate the timeliness of OPREP-3 PINNACLE reporting procedures.

d. The OPREP-3 NAVY BLUE series messages are used to provide the Chief of Naval Operations (CNO) and other naval commanders notification of incidents that are of high Navy, as opposed to national-level, interest.

e. The OPREP-3 NAVY UNIT SITREP series messages are used to inform the operational commander, or appropriate higher authority, of incidents not meeting OPREP-3 NAVY BLUE criteria.

5. Review. Deputy CNO for Operations, Plans, and Strategy (CNO (N3/N5)) is responsible for the periodic review and updating of this instruction.

6. Points of contact (POCs) by area of interest:

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<u>AREA OF INTEREST</u>	<u>POC</u>	<u>TELEPHONE</u>
Anti-Terrorism/Force Protection	(b) (7)(E)	(b) (7)(E)
Classified Material Issues	(b) (7)(E)	(b) (7)(E)
Communications Security Material System Issues	(b) (7)(E)	(b) (7)(E)
Computer Intrusion	(b) (7)(E)	(b) (7)(E)
Network Operations	(b) (7)(E)	(b) (7)(E)
(b) (7)(E)	(b) (7)(E)	(b) (7)(E)
Critical Outages	(b) (7)(E)	(b) (7)(E)
Marine Mammal Incidents	Environmental Readiness (OPNAV (N45))	(b) (7)(E)
Media/Public Affairs	CNO Chief of Information (CHINFO)	(b) (7)(E)
Mishap Line	(b) (7)(E)	(b) (7)(E)
Missing, Lost, or Stolen (MLS) Arms, Ammunition, and Explosives (AA&E) or Explosive Mishaps	(b) (7)(E)	(b) (7)(E)
Naval Safety Center Liaison	Naval Safety Center (OPNAV (N09FB))	(b) (7)(E)

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<u>AREA OF INTEREST</u>	<u>POC</u>	<u>TELEPHONE</u>
(b) (7)(E)	(b) (7)(E)	(b) (7)(E)
(b) (7)(E)	(b) (7)(E)	(b) (7)(E)
Personnel Issues:	Deputy CNO for Manpower, Personnel, Training, and Education(CNO (N1))/Commander, Navy Installations, Command (CNIC)	
Domestic Violence	CNIC Fleet and Family Support Center, Management Support Division (CNIC (N911))	(b) (7)(E)
Child Abuse and Neglect	CNIC (N911)	(b) (7)(E)
Child Sexual Abuse	CNIC (N911)	(b) (7)(E)
Sexual Assault	CNIC (N911)	(b) (7)(E)
Sexual Harassment, Hazing, Equal Opportunity	Navy Equal Opportunity Office (PERS-670)	(b) (7)(E)
Suicide Prevention	OPNAV Personal Readiness and Community Support (N135)	(b) (7)(E)
Strategy and Policy	(b) (7)(E)	(b) (7)(E)
Strategic Mobility/ Combat Logistics	(b) (7)(E)	(b) (7)(E)
United States Message Text Format (USMTF) Issues	(b) (7)(E)	(b) (7)(E)

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7. Acronyms and Definitions. Applicable acronyms and definitions are included in appendices G and H, respectively.

8. Records Management. Records created as a result of this instruction, regardless of media and format, shall be managed in accordance with Secretary of the Navy (SECNAV) Manual 5210.1.

9. Report Control and Forms

a. The reporting requirements contained in this instruction are exempt reports under part IV, subparagraph 7(g) of SECNAV Manual 5214.1.

b. The following forms are available for download from Naval Forms OnLine, <https://navalforms.daps.dla.mil/web/public/home>:

(1) NAVPERS 1752/1 Sexual Assault Incident Data Collection Report.

(2) NAVPERS 5354/2 Equal Opportunity Complaint Form.

(3) NAVPERS 1626/7 Report and Disposition of Offenses.

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**CHAPTER 1 - SPECIAL INCIDENT REPORTING (OPREP-3) SYSTEM****SECTION I - DESCRIPTION**

1. Purpose. Incidents of national-level interest are to be reported to the NMCC using the OPREP-3 PINNACLE message system. If in doubt about whether an occurrence is of national interest, the originator should send an OPREP-3 PINNACLE series report. Incidents of high-level U.S. Navy interest are to be reported to the Maritime Operations Center (MOC) and the Navy Operations Center (NOC) using the OPREP-3 NAVY BLUE reporting system. The OPREP-3 NAVY UNIT SITREP reporting system is used to report significant events or incidents that do not meet the OPREP-3 PINNACLE or OPREP-3 NAVY BLUE reporting criteria, or to augment these reports. See figure 1-1.

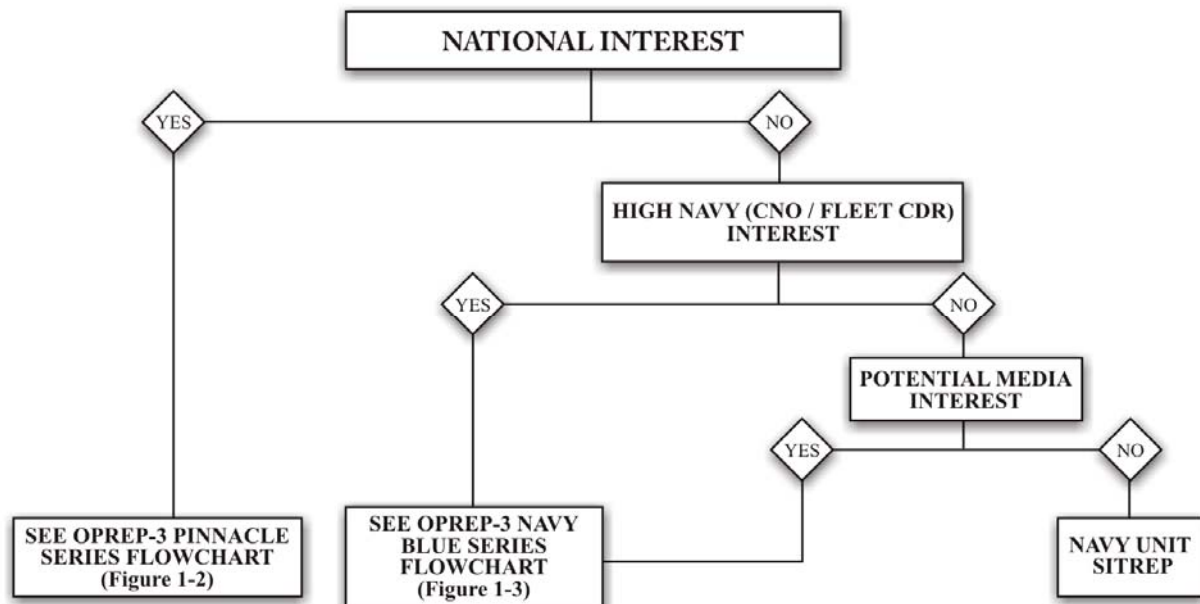


Figure 1-1 Special Incident Decision Tree

2. Applicability. See paragraph 4 of the cover letter to this instruction. OPREP-3 reports will be submitted by the lowest level command that has knowledge of the event, except for those incidents where provision for rapid notification by a higher command has been established by separate directive. (b)(3) 10 U.S.C. 128, (b)(7E)

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(b)(3) 10 U.S.C. 128, (b)(7E)

3. System Description

a. An initial special incident report is normally the first indication to senior authority that an incident has occurred.

b. The basis for the OPREP-3 reporting system is a set of jointly formatted voice and record messages used to transmit reports of special incidents to higher authority.

c. The Joint Reporting Structure is designed to allow for consistent transmission of reports by voice, electronic, or electrical record communications.

d. The USMTF Program is designed to allow for the Joint, Coalition, and Allied standardization of message reporting as outlined below:

(1) Reference (b) provides templates and samples for the OPREP-3 reporting system's voice and record message reports.

(2) This instruction is based on reference (b)'s 2008 USMTF. Always use the most current USMTF user formats release, per reference (b), when generating voice or record message reports.

(3) (b) (7)(E)



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SECTION II - POLICY

1. The OPREP-3 reporting system will be the only external reporting system used by the reporting command for official reporting of an incident from the initial report until the final OPREP-3 report is filed for the incident. (b) (7)(E)

reports and MISHAP reports constitute exceptions to this policy and require additional reports in addition to the OPREP-3 report. (b) (7)(E) and MISHAP reports are further addressed in section III of this chapter.

2. (b)(3) 10 U.S.C. 128, (b)(7E)

3. (b) (7)(E)

4. The OPREP-3 NAVY BLUE report is used by Navy units to provide CNO and other naval commanders with immediate notification of incidents of military, political, or media interest that are high Navy, vice national-level interest.

(b)(3) 10 U.S.C. 128, (b)(7E)

Figure 1-3 provides general guidance. Incidents that require U.S. Navy notification, and which are not identified by a secondary flagword, will be reported using the generic OPREP-3 NAVY BLUE report.

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OPREP-3 PINNACLE SERIES FLOWCHART

(b)(3) 10 U.S.C. 128, (b)(7E)



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OPREP-3 NAVY BLUE SERIES FLOWCHART

(b)(3) 10 U.S.C. 128, (b)(7E)



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SECTION III - RELATED REPORTS

1. **(b) (7)(E)** Reports. OPREP-3 reports do not replace the procedures for reporting **(b) (7)(E)** reports as defined in references (c) and (d).

2. **(b)(3) 10 U.S.C. 128, (b)(7E)**




3. Loss or Compromise of Classified Information, Material, or Equipment

a. These incidents, including incidents involving laptop computers, will be reported per chapter 4, section I and reference (e).


b. If the loss or compromise of classified information results in the loss of, or significant degradation to, operational capability, then senior naval leadership needs to be informed via an OPREP-3 NAVY BLUE in addition to reports required by reference (e). Chapter 4 provides additional guidance.

4. Routine Computer Intrusion Incidents

a. **(b) (7)(E)**



b. **(b) (7)(E)**



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5. Personnel Incident Reporting. These requirements have been closely coordinated with CNO (N1) and references (h) through (p). Appendix B provides a generic reporting format for OPREP-3 NAVY BLUE or OPREP-3 NAVY UNIT SITREP personnel incident reports. If a personnel incident meets the reporting criteria of an OPREP-3 NAVY BLUE or OPREP-3 NAVY UNIT SITREP, then the appendix B format will be used and no other messages are required.

6. MISHAP Reports. A MISHAP report is required in addition to an OPREP-3 report. Requirements for mishap investigation and reporting are contained in references (q) through (t).

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**CHAPTER 2 - GENERAL RULES FOR OPREP-3 REPORTING**

**SECTION I - GENERAL GUIDANCE**

1. Timeliness. The reporting standard for OPREP-3 PINNACLE, OPREP-3 NAVY BLUE, and OPREP-3 NAVY UNIT SITREP messages is:

a. (b) (7)(E)

[REDACTED]

b. (b) (7)(E)

[REDACTED]

c. (b) (7)(E)

[REDACTED]

d. (b) (7)(E)

[REDACTED]

2. Initial Reports

a. Initial voice and record message reports are not required to be complete reports; the emphasis of the report is on immediacy rather than content.

b. These reports should address as many of the known line items as possible, but do not delay the report for lack of information.

c. Where real-time secure chat capability exists between a unit and the MOC, a simultaneous chat report should be made with the initial voice report.

d. Jointly approved formats and templates for voice and record message reports are provided in reference (b). In general, reports should address the following:

(1) What happened?

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- (2) Who is/was involved?
- (3) Where did it happen?
- (4) When did it happen?
- (5) Why did it happen?
- (6) What action is ongoing?
- (7) What future action is contemplated?
- (8) What is the impact on the command's mission capability?
- (9) Is any assistance required?
- (10) Is media attention anticipated?

3. Delayed Reports. Explain any delay in voice or record message reporting in the remarks (RMKS) data set of the record message. The DTG of the initial record message should be within the required reporting timeframe.

4. Precedence. Defense Messaging System (DMS) has standardized message addresses and grade of delivery across the Services. Table 2-1 provides a cross-walk between the old message precedence and DMS' grade of delivery.


Table 2-1. Message Precedence and DMS Grade of Delivery Cross-Walk

(b) (7)(E)



a. Initial Reports

(1) (b) (7)(E)



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(2) (b) (7)(E) [REDACTED]

b. FOLUP Reports

(1) (b)(3) 10 U.S.C. 128, (b)(7E) [REDACTED]

(2) (b) (7)(E) [REDACTED]

5. Minimize. All OPREP-3 reports are exempt from "minimize" conditions.

6. Classification. All OPREP-3 reports will be classified as follows:

a. Overall Classification Level. Messages shall be marked in a manner similar to documents as required by reference (e). Commands are responsible for ensuring that the overall classification marking on the message is the same as the highest classification level of the message content. Use the declassification (DECL) set to provide downgrading and/or declassification instructions.

(1) The reporting unit is responsible for assigning the proper security classification to each report, including downgrading or declassification instructions, according to the guidance in reference (e), and as reflected in the DECL set.

(2) When combat or combat-related operational requirements make speed of delivery paramount, military commanders may modify transmission of classified information as necessary to meet local conditions. Even under those conditions, the provisions of reference (e) shall be followed as closely as possible. If modified, cite this subparagraph as the authority.

b. Portion Markings. Add portion markings as required by reference (e). There is an exception to portion marking for pre-formatted messages that do not lend themselves to portion markings. However, when messages are merely free text, this

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exception would not apply. For example, general text (GENTEXT), amplification (AMPN), narrative (NARR), and RMKS sets contain free text that permits portion marking.

c. Restricted Data (RD) or Formerly Restricted Data (FRD). OPREP-3 reports containing RD or FRD, as defined in reference (e), must be identified in the classification line (e.g., "CONFIDENTIAL FORMERLY RESTRICTED DATA").

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SECTION II - VOICE MESSAGE REPORTS

1. (b) (7)(E)  
[Redacted]

2. (b) (7)(E)  
[Redacted]

3. (b) (7)(E)  
[Redacted]

4. (b) (7)(E)  
[Redacted]

5. (b) (7)(E)  
[Redacted]

6. (b) (7)(E)  
[Redacted]

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Table 2-2 Voice Message Reports Contact Information (1 of 2)

(b) (7)(E)



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Table 2-2 Voice Message Reports Contact Information (2 of 2)

(b) (7)(E)



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SECTION III - RECORD MESSAGE REPORTS

1. Initial Report. The initial record message report of the event will reference the initial voice message report and shall be marked "INIT."

2. (b) (7)(E)



3. References on the Message Report. FOLUP record message reports shall reference the DTG of previously sent voice or record message reports.

4. Follow-up Reports. The follow-up report includes only the sections of the report that require additional information. The codeword FOLUP will be placed in the third field of the event time and position (TIMELOC) set, and the initial report DTG shall be referenced. Precedence for FOLUP reports is addressed in paragraph 4 of chapter 2, section I.

5. Data Sets. Initial and FOLUP record message reports should address as many of the required data sets as possible, but reports should not be delayed to gather additional information.

6. Corrections to Reports. The originator will submit a new corrected message if an error is noticed after submitting a report. Identify a corrected report by placing "CORR" in the third field of the TIMELOC set.

7. Additional Information. Additional information to be considered for the GENTEXT or RMKS set follows:

a. Commanding Officer's (CO) Assessment. Include in the RMKS data set, the CO's estimate of the situation, the impact of

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the incident on the mission capability of the reporting unit, the ability of the unit to operate safely, and if any assistance is required.

b. Serious Injury or Death of U.S. Military Personnel. Care must be taken to avoid reporting sensitive personal information that might cause unwarranted invasion of personal privacy of individuals.

(1) Generic identification such as "PO1" or "20 YR OLD FEMALE E-3" will suffice. Do not use Social Security Numbers (SSNs).

(2) If detailed personal identity information is required, it should be provided separately in other than general messages, such as amplifying voice reports or limited distribution messages, such as "Personal For" or secure e-mail.

(3) In the case of injury or death of a Service member, names will be withheld pending notification of next of kin, unless positive identification is deemed necessary. In such cases, the names can be listed provided the following statement is included: "FOR OFFICIAL USE ONLY. NEXT OF KIN HAVE NOT BEEN NOTIFIED."

c. NAVCRIMINVSERV Involvement

(1) Notify the nearest supporting NAVCRIMINVSERV element of all major criminal incidents meeting the criteria contained in reference (u). Incidents requiring NAVCRIMINVSERV investigations include, but are not limited to:

- (a) Allegation of wrongful sexual acts or contact.
- (b) Homicide or unattended death.
- (c) Housebreaking or allegations of burglary.
- (d) Theft of a government-owned vehicle, weapons, explosives, or significant amounts of ammunition.
- (e) Narcotics-related incidents, including paraphernalia and positive urinalysis tests.

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(f) Counter-intelligence matters: potential espionage or suspicious activities indicating involvement of a foreign government, and/or mishandling or compromise of classified information.

(g) Counter-terrorism matters: activities as delineated in chapter 4.

(2) (b) (7)(E)

(3) (b) (7)(E)

d. Media Interest. Provide an assessment of the public affairs impact of any incident likely to generate significant public interest and provide information on any proposed news release. For all message reports, include one of the following statements:

(1) "MEDIA INTEREST ANTICIPATED," or

(2) "MEDIA INTEREST NOT ANTICIPATED."

e. FOLUP Message Report Statement. A statement indicating if a FOLUP message report is expected.

(1) The initial message will sometimes be the final message. Additional messages may be required for amplifying information of the same significance.

(2) Amplifying information of lesser significance may be reported in OPREP-3 NAVY BLUEs, OPREP-3 NAVY UNIT SITREPs, or other reports applicable to the incident.

8. Final Record Message Report. Prior to submitting the "last report this incident," units should check with their operational chain of command to ensure there are no other requests for information by higher authority. Review the MISHAP reporting guidance to determine if the incident meets MISHAP reporting

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requirements. Only the final record message report will include a mandatory RMKS set, which shall include one of the following statements, as appropriate:

- a. "MISHAP REPORT NOT REQUIRED," or
- b. "MISHAP REPORT TO FOLLOW," or
- c. "MISHAP REPORT SUBMITTED."

9. Serialization

a. Serialize all OPREP-3 report record messages using the message serial number field (field 3) of the message identification (MSGID) set.

b. Voice reports of an incident are not serialized.

c. All OPREP-3 report record messages, regardless of flagword, are serialized in sequence by incident, beginning with 001, which is assigned to the first incident of each calendar year. OPREP-3 reports use the same series of sequential serial numbers vice using one set of serial numbers for OPREP-3 PINNACLE reports and a separate set for OPREP-3 NAVY BLUE or OPREP-3 NAVY UNIT SITREP reports.

d. Additional record message reports concerning the same incident will be assigned sequential letter suffixes, i.e., 001A, 001B, 001C, etc. For example, the first record message report of a new incident will be serialized 002, with subsequent record message reports concerning this incident assigned successive suffixes, i.e., 002A, 002B, 002C.

e. At the end of the calendar year, if an incident requires amplifying reports, it shall continue with the serialization suffixes (010A, 010B, etc.) until the final report of the incident.

f. If an initial report is subsequently upgraded to an OPREP-3 PINNACLE or OPREP-3 NAVY BLUE, or downgraded to an OPREP-3 NAVY BLUE or OPREP-3 NAVY UNIT SITREP, the numbering sequence remains the same since the report is incident related.

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10. Record Message Addresses

a. Units reporting under this instruction shall report using their administrative title, e.g., "USS SHIP" vice "CTE XX.X.X.X," in the "FROM" line of the message.

b. Action and information addresses should utilize those listed in the Plain Language Address Directory. DMS users should utilize appropriate distinguished name equivalents from the DMS Directory.

c. All record message reports shall be addressed per the guidance provided in chapters 3, 4, and 5. Fleet assets must include their respective fleet immediate superior in command (ISIC) as an information (INFO) addressee on reports, even when chopped to another fleet's operation control.

d. Responsibility for ensuring that all affected commands are informed of an incident rests with both the report originator and recipients.

e. Recipients should review each report to determine whether additional addresses are required.

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CHAPTER 3 - OPREP-3 PINNACLE REPORTS

SECTION I - OPREP-3 PINNACLE (OPREP-3P)

1. Specific Reporting Instructions. The OPREP-3 PINNACLE will be used to report any event or incident that could attract national-level interest, but is not specifically covered by other OPREP-3 reports. It is not restricted to reporting only operational information. The event or incident reported shall fall within one of the following categories:

a. An occurrence of such impact that it requires the immediate attention of the Secretary of Defense (SECDEF) and Chairman, Joint Chiefs of Staff (CJCS). Included are those occurrences that have actual or potential international repercussions, such as creation of tension or undesirable relations between the United States and other countries.

b. An occurrence having national-level interest that has changed, or may significantly change, current operations, involves natural or human-made disasters or civil disorders.

c. When directed by current Department of Defense (DoD) and Joint Chiefs of Staff execution orders (EXORDs), with specific attention to EXORDs directing worldwide operations against terrorists.

d. (b) (7)(E)

e. Any other incident when it is conceivable that the highest level of government will require timely notification. The following are provided as guidance and are not exhaustive in nature:

(1) (b)(3) 10 U.S.C. 128, (b)(7E)

(2) (b) (7)(E)

(3) (b) (7)(E)

(4) (b) (7)(E)

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(5) (b) (7)(E)

(6) (b) (7)(E)

(7) (b) (7)(E)

(8) Law of war reportable incidents. All reportable incidents must be promptly reported via the operational chain of command and via service channels to the CNO. Per references (v), (w), and (x), a reportable incident is a possible, suspected, or alleged violation of the law of war for which there is credible information, or conduct during military operations other-than-war that would constitute a violation of the law of war if it occurred during an armed conflict. Reportable incidents that could constitute grave breaches of the Geneva Convention per enclosure (1) of reference (v) shall be reported via OPREP-3 PINNACLE. To report a reportable incident that does not apparently constitute a grave breach, use an OPREP-3 NAVY BLUE.

(9) (b) (7)(E)

(10) (b) (7)(E)

(11) (b) (7)(E)

(12) (b) (7)(E)

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(13) (b) (7)(E)

(14) (b) (7)(E)

(15) (b) (7)(E)

(16) (b) (7)(E)

(17) (b) (7)(E)

(18) (b) (7)(E)

f. If doubt exists as to whether an event or incident is developing, or could possibly develop, into a matter of White House, DoD, Joint Service, or national media interest, submit an OPREP-3 PINNACLE report. Any occurrence reported as an OPREP-3 should be considered for submission as an OPREP-3 PINNACLE report unless a positive determination can be made to the contrary.

2. Report Content

a. The OPREP-3 PINNACLE is a USMTF report. Instructions on USMTF voice and record message format and additional examples are contained in reference (b).

b. (b) (7)(E)

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3. Voice Message Reports

a. Initial voice reports shall be made within the timeframe specified in chapter 2, section I.

b. The voice formats contain only the most important information and may not resemble the entire record version. For brevity, send only needed information, and do not wait to make a voice report in order to pass all information. Each line in the main body of the message contains a line number that enables the message to be transmitted faster. Line numbers may be skipped if information is not available. Templates for all voice message reports are contained in reference (b).

(b) (7)(E)	(b) (7)(E)	(b) (7)(E)
(b) (7)(E)	(b) (7)(E)	(b) (7)(E)
(b) (7)(E)	(b) (7)(E)	(b) (7)(E)

c. Voice Message Report Example

(b) (7)(E)

[REDACTED]

4. Record Message Reports

a. Initial record message reports shall be made within the timeframe specified in chapter 2, section I.

b. Message Text Format (MTF) data sets used in the OPREP-3 PINNACLE message are listed below. The occurrence (OCC) of a data set can be conditional (C), optional (O), or mandatory (M). Formats for all data sets are contained in reference (b).

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(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

c. Record Message Example

(1) ACTION addresses:

(b) (7)(E)

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(2) INFO addresses:

(b) (7)(E)  
[Redacted]

(3) Additional addresses to be considered:

(b) (7)(E)  
[Redacted]

(4) Message body:

(b) (7)(E)  
[Redacted]

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(b) (7)(E)



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SECTION II - OPREP-3 PINNACLE (b)(3) 10 U.S.C. 130, (b)(7E)

1. Specific Reporting Instructions. (b)(3) 10 U.S.C. 130, (b)(7E)

[REDACTED]

a. (b)(3) 10 U.S.C. 130, (b)(7E)

b. (b)(3) 10 U.S.C. 130, (b)(7E)

c. (b)(3) 10 U.S.C. 130, (b)(7E)

[REDACTED]

d. (b) (7)(E)

[REDACTED]

e. (b)(3) 10 U.S.C. 130, (b)(7E)

[REDACTED]

f. (b)(3) 10 U.S.C. 130, (b)(7E)

[REDACTED]

2. Report Content

a. (b) (7)(E)

[REDACTED]

b. (b)(3) 10 U.S.C. 130, (b)(7E)

[REDACTED]

c. (b) (7)(E)

[REDACTED]

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(1) (b) (7)(E)

(2) (b)(3) 10 U.S.C. 130, (b)(7E)

(3) (b)(3) 10 U.S.C. 130, (b)(7E)

(4) (b)(3) 10 U.S.C. 130, (b)(7E)

(5) (b)(3) 10 U.S.C. 130, (b)(7E)

3. Voice Message Reports

a. Initial voice reports shall be made within the timeframe specified in chapter 2, section I.

b. (b)(3) 10 U.S.C. 130, (b)(7E)

c. (b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)

(b)(3) 10 U.S.C. 130, (b)(7E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

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(b)(3) 10 U.S.C. 130, (b)(7E)

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(b)(3) 10 U.S.C. 130, (b)(7E) (b)(3) 10 U.S.C.  
(b)(3) 10 U.S.C. 130, (b)(7E)  
(b)(3) 10 U.S.C. 130, (b)(7E)  
(b)(3) 10 U.S.C. 130, (b)(7E)  
(b)(3) 10 U.S.C. 130, (b)(7E)

4. Record Message Reports

- a. (b) (7)(E)
- b. (b)(3) 10 U.S.C. 130, (b)(7E)

(b)(3) 10 U.S.C. 130, (b)(7E) (b)(3) 10 U.S.C. 130, (b)(7E)  
(b)(3) 10 U.S.C. 130, (b)(7E)  
(b)(3) 10 U.S.C. 130, (b)(7E)  
(b)(3) 10 U.S.C. 130, (b)(7E)  
(b)(3) 10 U.S.C. 130, (b)(7E)  
(b)(3) 10 U.S.C. 130, (b)(7E)  
(b)(3) 10 U.S.C. 130, (b)(7E)  
(b)(3) 10 U.S.C. 130, (b)(7E)  
(b)(3) 10 U.S.C. 130, (b)(7E)  
(b)(3) 10 U.S.C. 130, (b)(7E)  
(b)(3) 10 U.S.C. 130, (b)(7E)  
(b)(3) 10 U.S.C. 130, (b)(7E)  
(b)(3) 10 U.S.C. 130, (b)(7E)  
(b)(3) 10 U.S.C. 130, (b)(7E)  
(b)(3) 10 U.S.C. 130, (b)(7E)

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c. Record Message Example

(1) ACTION addresses:

(b)(3) 10 U.S.C. 130, (b)(7E)

A large rectangular area of the document is completely redacted with black ink. The redaction covers approximately 10 lines of text, starting from the first line of the ACTION addresses section and extending down to just above the INFO addresses section. The text "(b)(3) 10 U.S.C. 130, (b)(7E)" is visible at the top left of this redacted area.

(2) INFO addresses:

(b)(3) 10 U.S.C. 130, (b)(7E)

A rectangular area of the document is completely redacted with black ink. The redaction covers approximately 6 lines of text, starting from the first line of the INFO addresses section and extending down to the bottom of the page content. The text "(b)(3) 10 U.S.C. 130, (b)(7E)" is visible at the top left of this redacted area.

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(3) Additional addresses to be considered:

(b)(3) 10 U.S.C. 130, (b)(7E)

A large rectangular area of the document is completely redacted with black ink. It covers the list of additional addresses mentioned in the preceding text. The redaction is solid black, obscuring all text and formatting within this section.

(4) Message body:

(b)(3) 10 U.S.C. 130, (b)(7E)

The message body content is redacted with black ink. It consists of several lines of text that have been completely obscured by solid black bars. The redaction covers the entire content of the message body section.

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(b)(3) 10 U.S.C. 130, (b)(7E)



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SECTION III - OPREP-3 PINNACLE (b) (7)(E)

1. Specific Reporting Instructions. (b) (7)(E)

a. (b) (7)(E)

b. (b) (7)(E)

c. (b) (7)(E)

d. (b) (7)(E)

e. (b) (7)(E)

f. (b) (7)(E)

2. Report Content

a. (b) (7)(E)

b. (b) (7)(E)

3. Voice Message Reports

a. Initial voice reports shall be made within the timeframe specified in chapter 2, section I.

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b. (b) (7)(E)

[REDACTED]

c. (b) (7)(E)

[REDACTED]

(b)(3) 10 U.S.C. 130, (b)(7E)

[REDACTED]

(b)(3) 10 U.S.C. 130, (b)(7E)

[REDACTED]

(b)(3) 10 U.S.C. 130, (b)(7E)

[REDACTED]

(b)(3) 10 U.S.C. 130, (b)(7E)

[REDACTED]

(b)(3) 10 U.S.C. 130, (b)(7E)

[REDACTED]

(b)(3) 10 U.S.C. 130, (b)(7E)

[REDACTED]

(b)(3) 10 U.S.C. 130, (b)(7E)

[REDACTED]

(b)(3) 10 U.S.C. 130, (b)(7E)

[REDACTED]

(b)(3) 10 U.S.C. 130, (b)(7E)

[REDACTED]

(b)(3) 10 U.S.C. 130, (b)(7E)

[REDACTED]

(b)(3) 10 U.S.C. 130, (b)(7E)

[REDACTED]

(b)(3) 10 U.S.C. 130, (b)(7E)

[REDACTED]

(b)(3) 10 U.S.C.

[REDACTED]

(b)(3) 10 U.S.C. 130, (b)(7E)

[REDACTED]

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(b) (7)(E)

b. (b) (7)(E)

(b) (7)(E)

(b) (7)(E)

[illegible]

(b) (7)(E)

(b) (7)(E) [REDACTED]

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(b) (7)(E) [REDACTED]

(b) (7)(E) [REDACTED]

(b) (7)(E) [REDACTED]

c. (b) (7)(E) [REDACTED]

d. Record Message Example (b) (7)(E) [REDACTED].

(1) ACTION addresses:

(b) (7)(E) [REDACTED]

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(b) (7)(E) [REDACTED]

(2) INFO addresses:

(b) (7)(E) [REDACTED]

(3) Additional addresses to be considered:

(b) (7)(E) [REDACTED]

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(b) (7)(E)

e. (b) (7)(E)

(1) ACTION addresses:

(b) (7)(E)

(2) INFO addresses:

(b) (7)(E)

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(b) (7)(E)

A large rectangular area of the document is completely redacted with black ink. The redaction covers the majority of the upper half of the page, starting below the header and ending above the 'Message body' label. The text '(b) (7)(E)' is printed in red at the top left corner of this redacted area.

(3) Message body:

(b) (7)(E)

The message body section is entirely redacted with black ink. It is a large rectangular block covering the lower half of the page, starting below the 'Message body:' label and ending above the footer. The text '(b) (7)(E)' is printed in red at the top left corner of this redacted area.

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(b) (7)(E)



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SECTION IV - OPREP-3 PINNACLE (b)(3) 10 U.S.C. 128, (b)(7E)

1. Specific Reporting Instructions. (b)(3) 10 U.S.C. 128, (b)(7E)

[REDACTED]

a. (b)(3) 10 U.S.C. 128, (b)(7E)

b. (b)(3) 10 U.S.C. 128, (b)(7E)

c. (b)(3) 10 U.S.C. 128, (b)(7E)

[REDACTED]

d. (b)(3) 10 U.S.C. 128, (b)(7E)

e. (b)(3) 10 U.S.C. 128, (b)(7E)

[REDACTED]

2. (b)(3) 10 U.S.C. 128, (b)(7E)

[REDACTED]

3. Voice Message Reports

a. Initial voice reports shall be made within the timeframe specified in chapter 2, section I.

b. (b)(3) 10 U.S.C. 128, (b)(7E)

[REDACTED]

c. (b)(3) 10 U.S.C. 128, (b)(7E)

[REDACTED]

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#### d. Voice Message Report Example

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(b)(3) 10 U.S.C. 128, 130, (b)(7)(E)

[REDACTED]

4. Record Message Reports

a. Initial record message reports shall be made within the timeframe specified in chapter 2, section I.

b. (b) (7)(E)

[REDACTED]

(b) (7)(E)

[REDACTED]

(b) (7)(E)

[REDACTED]

(b) (7)(E)  
(b) (7)(E)  
(b) (7)(E)  
(b) (7)(E)

[REDACTED]

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(b)(3) 10 U.S.C. 128, 130, (b)(7E)

[REDACTED]

(b)(3) 10 U.S.C. 128, 130, (b)(7E)

[REDACTED]

(b)(3) 10 U.S.C. 128, 130, (b)(7E)

(b)(3) 10 U.S.C. 128, 130, (b)(7E)

(b)(3) 10 U.S.C. 128, 130, (b)(7E)

(b)(3) 10 U.S.C. 128, 130, (b)(7E)

(b)(3) 10 U.S.C. 128, 130, (b)(7E)

(b)(3) 10 U.S.C. 128, 130, (b)(7E)

(b)(3) 10 U.S.C. 128, 130, (b)(7E)

(b)(3) 10 U.S.C. 128, 130, (b)(7E)

(b)(3) 10 U.S.C. 128, 130, (b)(7E)

(b)(3) 10 U.S.C. 128, 130, (b)(7E)

(b)(3) 10 U.S.C. 128, 130, (b)(7E)

(b)(3) 10 U.S.C. 128, 130, (b)(7E)

(b)(3) 10 U.S.C. 128, 130, (b)(7E)

(b)(3) 10 U.S.C. 128, 130, (b)(7E)

(b)(3) 10 U.S.C. 128, 130, (b)(7E)

c. Record Message Example

(1) ACTION addresses:

(b) (7)(E)

[REDACTED]

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(b) (7)(E)

(b) (7)(E)

(2) INFO addresses:

(b)(3) 10 U.S.C. 128, 130, (b)(7E)

(3) Message body:

(b)(3) 10 U.S.C. 128, 130, (b)(7E)

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(b)(3) 10 U.S.C. 128, 130, (b)(7E)



(b)(3) 10 U.S.C. 128, 130, (b)(7E)



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SECTION V - OPREP-3 PINNACLE (b)(3) 10 U.S.C. 128, 130, (b)(7E)

1. Specific Reporting Instructions. (b)(3) 10 U.S.C. 128, 130, (b)(7E)

[REDACTED]

2. Report Content

a. (b)(3) 10 U.S.C. 128, (b)(7E)

[REDACTED]

b. (b)(7)(E)

[REDACTED]

(1) (b)(7)(E)

[REDACTED]

(2) (b)(7)(E)

[REDACTED]

(3) (b)(7)(E)

[REDACTED]

(4) (b)(7)(E)

[REDACTED]

(5) (b)(3) 10 U.S.C. 128, (b)(7E)

[REDACTED]

(6) (b)(7)(E)

[REDACTED]

(7) (b)(7)(E)

[REDACTED]

(8) (b)(7)(E)

[REDACTED]

(9) (b)(7)(E)


[REDACTED]

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3. Voice Message Reports

a. Initial voice reports shall be made within the timeframe specified in chapter 2, section I.

b. (b) (7)(E)



c. (b) (7)(E)



(b) (7)(E)

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(b) (7)(E)





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(b) (7)(E)

a. Initial record message reports shall be made within the timeframe specified in chapter 2, section I.

b. (b) (7)(E)

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(b) (7)(E)

(b) (7)(E)  
(b) (7)(E)  
(b) (7)(E)  
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(b) (7)(E)

c. Record Message Example

(1) ACTION addresses:

(b) (7)(E)

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(2) INFO addresses:

(b) (7)(E)

A large rectangular area of text is completely redacted with black ink. The redaction covers approximately 10 lines of text.

(3) Message body:

(b) (7)(E)

A large rectangular area of text is completely redacted with black ink. The redaction covers approximately 20 lines of text.

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SECTION VI - OPREP-3 PINNACLE (b)(3) 10 U.S.C. 128, 130, (b)(7E)

1. Specific Reporting Instructions. (b)(3) 10 U.S.C. 128, 130, (b)(7E)

[REDACTED]

2. Report Content. (b)(3) 10 U.S.C. 128, 130, (b)(7E)

[REDACTED]

3. Voice Message Reports

a. Initial voice reports shall be made within the timeframe specified in chapter 2, section I.

b. (b)(3) 10 U.S.C. 128, 130, (b)(7E)

[REDACTED]

c. (b) (7)(E)

[REDACTED]

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

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(b) (7)(E)	(b) (7)(E)	(b) (7)(E)
(b) (7)(E)	(b) (7)(E)	(b) (7)(E)
(b) (7)(E)	(b) (7)(E)	(b) (7)(E)
(b) (7)(E)	(b) (7)(E)	(b) (7)(E)
(b) (7)(E)	(b) (7)(E)	(b) (7)(E)
(b) (7)(E)	(b) (7)(E)	(b) (7)(E)

(b) (7)(E)

d. Voice Message Report Example

(b) (7)(E)

[REDACTED]


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4. Record Message Reports

a. Initial record message reports shall be made within the timeframe specified in chapter 2, section I.

b. (b) (7)(E)



(b) (7)(E)



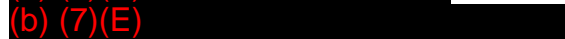
(b) (7)(E)



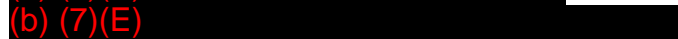
(b) (7)(E)



(b) (7)(E)



(b) (7)(E)



(b) (7)(E)



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(b) (7)(E)



(b) (7)(E)



(b) (7)(E)



(b) (7)(E)



(b) (7)(E)



(b) (7)(E)



c. Record Message Example

(1) ACTION addresses:

(b) (7)(E)



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(b) (7)(E)

A large rectangular area of the document is completely redacted with black ink. It covers approximately the top third of the page content.


(2) INFO addresses:

(b) (7)(E)

A rectangular area of the document is completely redacted with black ink. It covers approximately the middle third of the page content.

(3) Additional addresses:

(a) (b) (7)(E)

A single line of text is redacted with black ink.

(b) (7)(E) :

(b) (7)(E)

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(b) (7)(E) [REDACTED]

(b) (b) (7)(E) [REDACTED]

(b) (7)(E) [REDACTED] :

(b) (7)(E) [REDACTED]

(b) (7)(E) [REDACTED] :

(b) (7)(E) [REDACTED]

(c) Message body:

(b) (7)(E) [REDACTED]

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SECTION VII - OPREP-3 PINNACLE (b)(3) 10 U.S.C. 128, (b)(7E)

1. Specific Reporting Instructions. (b)(3) 10 U.S.C. 128, (b)(7E)

[REDACTED]

2. Report Content

a. (b)(3) 10 U.S.C. 128, (b)(7E)

[REDACTED]

b. (b)(7)(E)

[REDACTED]

(1) (b)(7)(E)

[REDACTED]

(2) (b)(7)(E)

(a) (b)(7)(E)

(b) (b)(7)(E)

(c) (b)(7)(E)

(3) (b)(7)(E)

[REDACTED]

(4) (b)(7)(E)

[REDACTED]

3. Voice Message Reports

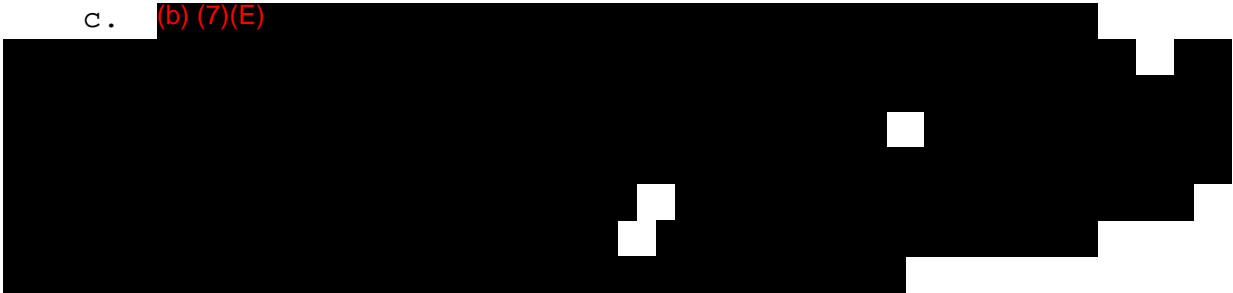
a. Initial voice reports shall be made within the timeframe specified in chapter 2, section I.

b. (b)(3) 10 U.S.C. 128, (b)(7E)

[REDACTED]

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c. (b) (7)(E)



(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

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(b) (7)(E)

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(b) (7)(E)	(b) (7)(E)	(b) (7)(E)
(b) (7)(E)	(b) (7)(E)	(b) (7)(E)
(b) (7)(E)	(b) (7)(E)	(b) (7)(E)
(b) (7)(E)	(b) (7)(E)	(b) (7)(E)
(b) (7)(E)	(b) (7)(E)	(b) (7)(E)

(b) (7)(E)

d. Voice Message Report Example

(b) (7)(E)

[Redacted content]

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4. Record Message Reports

a. Initial record message reports shall be made within the timeframe specified in chapter 2, section I.

b. (b) (7)(E)



(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

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(b) (7)(E)

(b) (7)(E)

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(b) (7)(E)

c. Record Message Example

(1) ACTION addresses:

(b) (7)(E)



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(b) (7)(E)

A large, irregular black redaction box covers the majority of the upper half of the page. It starts below the header and extends down to just above the '(2) INFO addresses:' section.

(2) INFO addresses:

(b) (7)(E)

A black redaction box covers the text following '(2) INFO addresses:'. It is composed of several horizontal bars of varying lengths, with a long horizontal bar extending from the left margin.

(3) Additional addresses:

(a) (b) (7)(E)

A single, long horizontal black redaction bar covers the text following '(a) (b) (7)(E)'.

ACTION addresses:

(b) (7)(E)

A black redaction box covers the text following 'ACTION addresses:'. It consists of a single horizontal bar.

INFO addresses:

(b) (7)(E)

A black redaction box covers the text following 'INFO addresses:'. It consists of a single horizontal bar.

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(b) (7)(E)



(b) (b) (7)(E)



(b) (7)(E) :

(b) (7)(E)



(b) (7)(E) :

(b) (7)(E)



(4) Message body:

(b) (7)(E)



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SECTION VIII - OPREP-3 WHITE PINNACLE (OPREP-3WP)

1. Specific Reporting Instructions. (b) (7)(E)

[REDACTED]

a. (b) (7)(E)

[REDACTED]

b. (b) (7)(E)

[REDACTED]

c. (b) (7)(E)

[REDACTED]

d. (b) (7)(E)

[REDACTED]

e. (b) (7)(E)

[REDACTED]

f. (b) (7)(E)

[REDACTED]

g. (b) (7)(E)

[REDACTED]

2. Report Content. The following information will be included in the OPREP-3 WHITE PINNACLE report:

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a. (b) (7)(E)

b. (b) (7)(E)

c. (b) (7)(E)

d. (b) (7)(E)

e. (b) (7)(E)

f. (b) (7)(E)

g. (b) (7)(E)

### 3. Voice Message Reports

a. Initial voice reports shall be made within the timeframe specified in chapter 2, section I.

b. The voice formats contain only the most important information and may not resemble the entire record version. For brevity, send only needed information. Each line in the main body of the message contains a line number that enables the message to be transmitted faster. Templates for all voice message reports are contained in reference (b).

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

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(b) (7)(E)

(b) (7)(E)



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(b) (7)(E)	(b) (7)(E)	(b) (7)(E)
(b) (7)(E)	(b) (7)(E)	(b) (7)(E)
(b) (7)(E)	(b) (7)(E)	(b) (7)(E)
(b) (7)(E)	(b) (7)(E)	(b) (7)(E)

(b) (7)(E) :

(b) (7)(E)	(b) (7)(E)	(b) (7)(E)
(b) (7)(E)	(b) (7)(E)	(b) (7)(E)
(b) (7)(E)	(b) (7)(E)	(b) (7)(E)
(b) (7)(E)	(b) (7)(E)	(b) (7)(E)

(b) (7)(E)

(b) (7)(E)	(b) (7)(E)	(b) (7)(E)
(b) (7)(E)	(b) (7)(E)	(b) (7)(E)
(b) (7)(E)	(b) (7)(E)	(b) (7)(E)
(b) (7)(E)	(b) (7)(E)	(b) (7)(E)

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(b) (7)(E)

(b) (7)(E)

c. Voice Message Report Example

(1) (b) (7)(E)

(b) (7)(E)

[REDACTED]

(2) (b) (7)(E)

(b) (7)(E)

[REDACTED]

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(3) (b) (7)(E)

(b) (7)(E)

4. Record Message Reports

a. Initial record message reports shall be made within the timeframe specified in chapter 2, section I.

b. MTF data sets used in the OPREP-3 WHITE PINNACLE message are listed below. Formats for all data sets are contained in reference (b).

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)  
(b) (7)(E)  
(b) (7)(E)  
(b) (7)(E)  
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(b) (7)(E)  
(b) (7)(E)

(b) (7)(E)

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c. Record Message Example

(1) ACTION addresses:

(b) (7)(E) [REDACTED]

(2) INFO addresses:

(b) (7)(E) [REDACTED]

(3) (b) (7)(E) [REDACTED]

(b) (7)(E) [REDACTED]

(4) (b) (7)(E) [REDACTED]

(b) (7)(E) [REDACTED]

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SECTION IX - OPREP-3 PINNACLE SPECIAL REPORTS

Additional information and reporting requirements for the below reports are contained in references (a) and (b).

1. (b) (7)(E) [REDACTED]
2. (b) (7)(E) [REDACTED]
3. (b) (7)(E) [REDACTED]
4. (b) (7)(E) [REDACTED]

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26 Apr 2011

**CHAPTER 4 - OPREP-3 NAVY BLUE REPORTS**

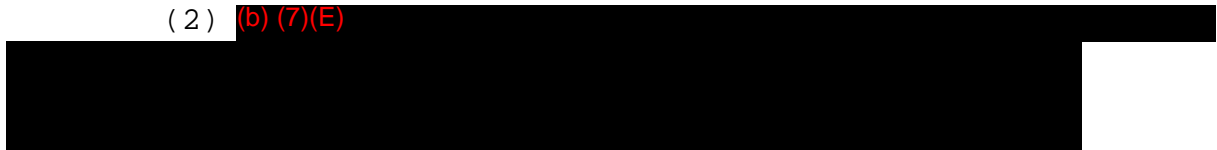
**SECTION I - OPREP-3 NAVY BLUE**

1. Specific Reporting Instructions. The OPREP-3 NAVY BLUE report is used by any unit to provide the CNO and other naval commanders with immediate notification of incidents of military, political, or media interests that are of high Navy, vice national level, interest and have been categorized into operational incidents, personnel incidents, and other incidents. The reports are submitted to provide "as-it-happens" information to the chain of command.

a. Major Incidents

(1) For the purpose of this instruction, a major incident is defined as an incident that results in loss or degradation in the ability of a command to perform its mission, as determined by the CO. If in doubt, report as an OPREP-3 NAVY BLUE.

(2) (b) (7)(E)

A large rectangular area of the document is completely redacted with black ink.

(3) (b) (7)(E)

A large rectangular area of the document is completely redacted with black ink.

b. Operational Incidents

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(b) (7)(E) [REDACTED]

(3) (b) (7)(E) [REDACTED]

(4) (b) (7)(E) [REDACTED]

(5) (b) (7)(E) [REDACTED]

(6) (b) (7)(E) [REDACTED]

(7) (b) (7)(E) [REDACTED]

(8) (b) (7)(E) [REDACTED]

(9) (b) (7)(E) [REDACTED]

(10) (b) (7)(E) [REDACTED]

(11) (b) (7)(E) [REDACTED]

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04 Oct 2011

(12) (b) (7)(E)

(13) (b) (7)(E)

(14) (b) (7)(E)

(15) (b) (7)(E)

c. Personnel Incidents

(1) Death of, critical injury to, or missing COs or senior officials (flag officer or equivalent).

(2) Incidents involving death or injury to personnel embarked in Navy or MSC ships and aircraft.

(3) Incidents involving death, serious injury, or serious illness in which the adequacy of medical care is reasonably in question.

(4) Death or serious personal injury of a civilian, including civilian traffic accident deaths caused by a Service member.

(5) Significant misconduct committed by military personnel including, but not limited to, the items below (refer to appendix B for additional guidance, action and or information addresses, and specific message format requirements):

(a) Murder.

(b) Rape (forced or attempt to force an individual to perform or receive sexual intercourse, oral sex, anal sex, anal or vaginal penetration against one's will or without one's consent). The offense of "aggravated sexual assault," as

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defined under the UCMJ, falls into this category. Commanders shall consult with a JAG on all alleged rape cases. The final OPREP-3 report include shall include the name, command, and contact information of the JAG consulted.

(c) Armed robbery.

(d) Aggravated assault or assault with a deadly weapon.

(e) Kidnapping.

(f) Carjacking.

(g) Burglary of an occupied dwelling.

(6) Lesser misconduct may require an OPREP-3 NAVY BLUE report. The below listed misconduct will be reported using an OPREP-3 NAVY BLUE report if there is media attention. If there is no media attention, then report using an OPREP-3 NAVY UNIT SITREP (refer to appendix B for additional guidance):

(a) Domestic violence or abuse. Any report of domestic violence or domestic abuse must include the date and location of the Service member's most recent operational, expeditionary, or IA deployment. Additionally, if the Service member's last deployment was an expeditionary or IA deployment after 19 March 2004, include whether he or she has completed a Post Deployment Health Reassessment (PDHRA) between 90 and 180 days after his or her return.

(b) Child abuse and or neglect.

(c) Child sexual abuse.

(d) Sexual assault (any unwanted or offensive touching of a sexual nature, or attempted touching of a sexual nature, including touching of the genitalia, breasts, or buttocks. This includes being made to sexually touch those areas or any other unwanted sexual contact). Commanders shall consult with a JAG on all alleged sexual assault cases. The final OPREP-3 report include shall include the name, command, and contact information of the JAG consulted.

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(e) Sexual harassment - formal complaint or report.

(f) Suicide and suicide-related behavior. Any report of a suicide or suicide-related behavior must include information regarding the Service member's most recent operational, expeditionary, or IA deployment. See appendix B, subparagraph 2(b)(14) for guidance. Suicide-related behavior will be reported as an OPREP-3 NAVY UNIT SITREP.

(g) Equal opportunity (EO) incidents - formal complaint or report.

(h) Unlawful discrimination.

(i) Hazing.

(j) Motor vehicle accidents related to the use of alcohol or illegal substances.

(k) Any incident involving a firearm, whether the firearm was discharged or not discharged.

**Note:** Definitions of the listed crimes can be found in reference (h). General guidance is included in appendix B.

d. Incidents of MLS AA&E. See reference (y) and appendix C for amplifying guidance.

e. Marine Mammal Incidents. See reference (aa) and appendix D for amplifying guidance to report confirmed or unconfirmed ship-whale strike, stranding or other marine mammal incidents. The following constitutes a marine mammal incident:

(1) Whale strike by a U.S. Navy vessel.

(2) Stranding event within 100 nautical miles (NM) of Navy vessels, Navy homeports, or Navy ranges or operating areas.

(3) Stranding event that has occurred within 100 NM and within 3 days after the start of naval operations, exercises, or training involving active sonar or weapons impact.

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(4) Stranding event or claims of unusual marine mammal behavior for which naval operations, exercises, or training have been implicated, or are likely to be implicated, as the cause of the event.

f. Other Incidents

(1) (b) (7)(E)

(2) (b) (7)(E)

(3) (b) (7)(E)

(4) (b) (7)(E)

(5) (b) (7)(E)

(6) (b) (7)(E)

(7) (b) (7)(E)

(8) (b) (7)(E)

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(b) (7)(E)

(9) Fraud, waste, abuse, gross inefficiency, or mismanagement that could involve high-level naval interest or national media inquiry.

(10) (b) (7)(E)

(11) Law of war reportable incidents. All reportable incidents must be promptly reported via the operational chain of command and via service channels to the CNO. Per references (v), (w), and (x), a reportable incident is a possible, suspected, or alleged violation of the law of war for which there is credible information, or conduct during military operations other than war that would constitute a violation of the law of war if it occurred during an armed conflict. Reportable incidents that could constitute grave breaches of the Geneva Convention per enclosure (1) of reference (v) shall be reported via OPREP-3 PINNACLE. To report a reportable incident that does not apparently constitute a grave breach, use an OPREP-3 NAVY BLUE.

(12) (b) (7)(E)

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g. Any incident of high-level Navy interest which does not fall into the category of any other report in the OPREP-3 PINNACLE or OPREP-3 NAVY BLUE series.

2. Report Content. The OPREP-3 NAVY BLUE report is a USMTF based report that is being incorporated into reference (b). It is based on the OPREP-3 message. The message example is edited accordingly.

a. In general, voice and record message reports should address the following:

- (1) What happened?
- (2) Who is or was involved?
- (3) Where did it happen?
- (4) When did it happen?
- (5) Why did it happen?
- (6) What action is ongoing?
- (7) What future action is contemplated?
- (8) What is the impact on the command's mission capability?
- (9) Is any assistance required?
- (10) Is media attention anticipated?
- (11) Command POC and 24-hour contact (command duty officer (CDO) or similar) information.

b. The following incident reports require additional specific information in the GENTEXT/INCIDENT IDENTIFICATION AND DETAILS section of the record message:

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(1) Aircraft incident reports shall include:

(a) Aircraft model, bureau number, reporting custodian, and custodian location.

(b) Pilot's rank, injury code (if known), and the number of other persons on board and their injuries.

(c) Mission and phase of operations, e.g., taxi, take-off, in flight, approach, landing.

(2) Personnel Incident Report. See appendix B.

(3) AA&E Incident Report. See appendix C.

(4) Marine Mammal Incident Report. See appendix D.

3. Voice Message Reports

a. Initial voice reports shall be made within the timeframe specified in chapter 2, section I.

b. Include as much of the above information in the initial voice report as possible, but do not delay the initial report to gather additional information. The above information will be addressed in the initial and amplifying record messages.

c. The voice formats contain only the most important information and may not resemble the entire record version. For brevity, send only needed information. Each line in the main body of the message contains a line number that enables the message to be transmitted faster. Templates for all voice message reports are contained in reference (b).

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

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#### d. Voice Message Report Example

[illegible]

#### 4. Record Message Reports

a. Initial record message reports shall be made within the timeframe specified in chapter 2, section I.

b. MTF data sets used in the OPREP-3 NAVY BLUE message are listed below. The data sets are the same as for the generic OPREP-3 message report contained in reference (b), with the addition of the flagword set after the REF set.

(b) (7)(E)

[REDACTED]

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(b) (7)(E)

c. Record Message Example

(1) ACTION addresses:

(b) (7)(E)

[Redacted text block containing multiple lines of blacked-out information]

(2) INFO addresses:

(b) (7)(E)

[Redacted text block containing multiple lines of blacked-out information]

(3) Additional addresses to be considered:

(b) (7)  
(E)

[Redacted text block containing multiple lines of blacked-out information]

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(b) (7)(E)

[REDACTED]

(4) For personnel incident reports, use the addresses and format listed in appendix B.

(5) Message body:

(b) (7)(E)

[REDACTED]

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SECTION II - OPREP-3 NAVY BLUE (b)(3) 10 U.S.C. 128, (b)(7E)

1. Specific Reporting Instructions. (b)(3) 10 U.S.C. 128, (b)(7E)

[REDACTED]

a. (b)(3) 10 U.S.C. 128, (b)(7E)

[REDACTED]

(1) (b)(3) 10 U.S.C. 128, (b)(7E)

[REDACTED]

(2) (b)(3) 10 U.S.C. 128, (b)(7E)

[REDACTED]

(3) (b) (7)(E)

[REDACTED]

(4) (b)(3) 10 U.S.C. 128, (b)(7E)

[REDACTED]

b. (b)(3) 10 U.S.C. 128, (b)(7E)

[REDACTED]

c. (b) (7)(E)

[REDACTED]

d. (b)(3) 10 U.S.C. 128, (b)(7E)

[REDACTED]

(1) (b) (7)(E)

[REDACTED]

(2) (b) (7)(E)

[REDACTED]

(3) (b) (7)(E)

[REDACTED]

[REDACTED]

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(4) (b) (7)(E)

(5) (b) (7)(E)

(6) (b) (7)(E)

(7) (b) (7)

(8) (b) (7)(E)

2. Report Content

a. (b) (7)(E)

b. (b) (7)(E)

c. (b) (7)(E)

3. Voice Message Reports

a. Initial voice reports shall be made within the timeframe specified in chapter 2, section I.

b. (b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

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[illegible]

(b) (7)(E)

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### c. Voice Message Report Example

(b) (7)(E)

#### 4. Record Message Reports

a. Initial record message reports shall be made within the timeframe specified in chapter 2, section I.

b. (b) (7)(E)

[illegible]

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(b) (7)(E)

(b) (7)(E)  
(b) (7)(E)  
(b) (7)(E)  
(b) (7)(E)

(b) (7)(E)

c. Record Message Example

(1) ACTION addresses:

(b) (7)(E)

(2) INFO addresses:

(b) (7)(E)

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(b) (7)(E)

A large rectangular area of the document is completely redacted with black ink. The redaction covers approximately the top third of the page content, starting below the header and ending just above the section heading. The redacted area includes several lines of text and some structural elements.

(3) Additional addresses to be considered:

(b) (7)(E)

A large rectangular area of the document is completely redacted with black ink. This redaction covers the majority of the lower half of the page, starting below the section heading and extending to the bottom. It obscures all text and graphics within this region.

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(4) Message body:

(b)(3) 10 U.S.C. 128, 130, (b)(7E)



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SECTION III - OPREP-3 NAVY BLUE (b) (7)(E)

1. Specific Reporting Instructions

a. (b) (7)(E)

[REDACTED]

(b) (7)(E)

[REDACTED]

b. (b) (7)(E)

[REDACTED]

(b) (7)(E)

[REDACTED]

c. (b) (7)(E)

[REDACTED]

2. Report Content

a. (b) (7)(E)

[REDACTED]

b. (b) (7)(E)

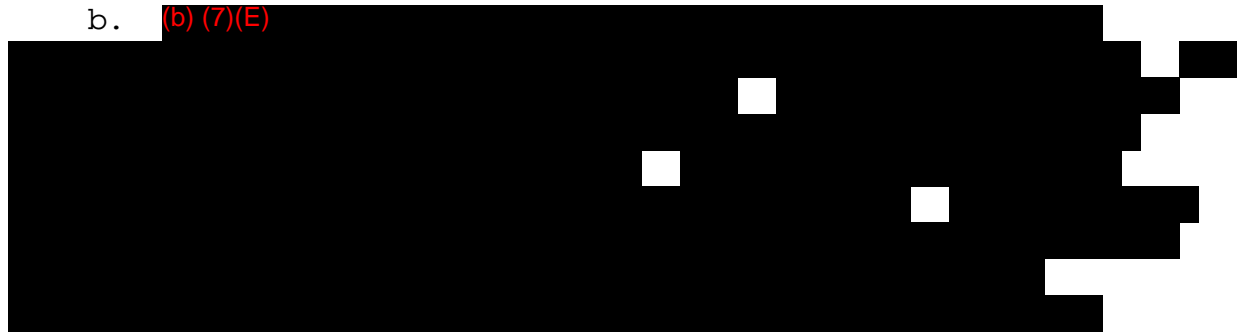
[REDACTED]

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3. Voice Message Reports

a. Initial voice reports shall be made within the timeframe specified in chapter 2, section I.

b. (b) (7)(E)



(b) (7)(E)


(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)



(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

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(b) (7)(E)

(b) (7)(E)

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(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

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(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

### c. Voice Message Report Example

(b) (7)(E)

(b) (7)(E)

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(b) (7)(E) [REDACTED]

4. Record Message Reports

a. Initial record message reports shall be made within the timeframe specified in chapter 2, section I.

b. (b) (7)(E) [REDACTED]

(b) (7)(E) [REDACTED]

(b) (7)(E) [REDACTED]

(b) (7)(E) [REDACTED]  
(b) (7)(E) [REDACTED]  
(b) (7)(E) [REDACTED]  
(b) (7)(E) [REDACTED]

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(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

c. Record Message Example

(1) ACTION addresses:

(b) (7)(E)

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(b) (7)(E)

A large rectangular area of the document is completely redacted with black ink. The redaction covers approximately the top third of the page content.


(2) INFO addresses:

(b) (7)(E)

A large rectangular area of the document is completely redacted with black ink. The redaction covers approximately the middle third of the page content.

(3) Additional addresses to be considered:

(b) (7)(E)

A large rectangular area of the document is completely redacted with black ink. The redaction covers approximately the bottom third of the page content.

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(b) (7)(E)



(4) Message body:


(b) (7)(E)



(b) (7)(E)



(b) (7)(E)




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d. (b) (7)(E)



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SECTION IV - OPREP-3 NAVY BLUE (b)(3) 10 U.S.C. 128, (b)(7E)

1. Specific Reporting Instructions. (b)(3) 10 U.S.C. 128, (b)(7E)

[REDACTED]

a. (b)(3) 10 U.S.C. 128, (b)(7E)

[REDACTED]

(1) (b)(3) 10 U.S.C. 128, (b)(7E)

[REDACTED]

(2) (b)(7)(E)

[REDACTED]

(3) (b)(7)(E)

[REDACTED]

(4) (b)(7)(E)

[REDACTED]

(5) (b)(3) 10 U.S.C. 128, (b)(7E)

[REDACTED]

b. (b)(3) 10 U.S.C. 128, (b)(7E)

[REDACTED]

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2. Report Content

a. (b) (7)(E)

b. (b) (7)(E)

3. Voice Message Report

a. Initial voice reports shall be made within the timeframe specified in chapter 2, section I.

b. (b) (7)(E)

c. Voice Message Report Example

(b) (7)(E)


4. Record Message Reports

a. Initial record message reports shall be made within the timeframe specified in chapter 2, section I.

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b. (b) (7)(E)



c. Record Message Example

(1) ACTION addresses:

(b) (7)(E)



(2) INFO addresses:

(b) (7)(E)



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(b) (7)(E)



(3) Additional addresses to be considered:

(b) (7)(E)



(4) Message body:

(b) (7)(E)



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(b) (7)(E)



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SECTION V - OPREP-3 NAVY BLUE (b) (7)(E)

1. Specific Reporting Instructions. (b) (7)(E)

[REDACTED]

a. (b) (7)(E)

b. (b) (7)(E)

c. (b) (7)(E)

d. (b) (7)(E)

e. (b) (7)(E)

[REDACTED]

f. (b) (7)(E)

g. (b) (7)(E)

[REDACTED]

2. Report Content. (b) (7)(E)

[REDACTED]

a. In general, voice and record message reports should address the following:

(1) What happened?

(2) Who is/was involved?

(3) Where did it happen?

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- (4) When did it happen?
- (5) Why did it happen?
- (6) What action is ongoing?
- (7) What future action is contemplated?
- (8) What is the impact on the command's mission capability?
- (9) Is any assistance required?
- (10) Is media attention anticipated?
- (11) Command POC and 24-hour contact (CDO or similar) information.

3. Voice Message Reports

a. Initial voice reports shall be made within the timeframe specified in chapter 2, section I.

b. Include as much of the above information in the initial voice report as possible, but do not delay the initial report to gather additional information. The above information will be addressed in the initial and amplifying record messages.

c. The voice formats contain only the most important information and may not resemble the entire record version. For brevity, send only needed information. Each line in the main body of the message contains a line number that enables the message to be transmitted faster. Templates for all voice message reports are contained in reference (b).

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

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(b) (7)(E)

[illegible]

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c. Record Message Example

(1) ACTION addresses:

(b) (7)(E) [REDACTED]

(2) INFO addresses:

(b) (7)(E) [REDACTED]

(3) Additional addresses to be considered:

(b) (7)(E) [REDACTED]

(4) For personnel incident reports, use the addresses and format listed in appendix B.

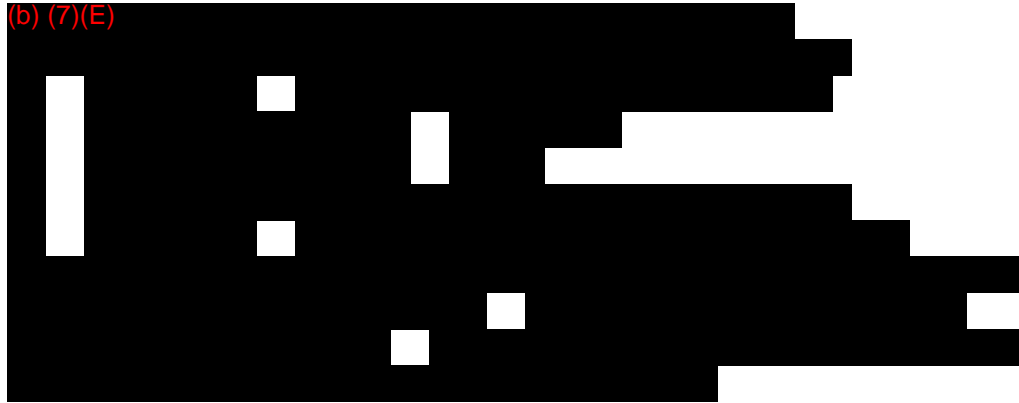
(5) Message body:

(b) (7)(E) [REDACTED]

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**CHAPTER 5 - OPREP-3 NAVY UNIT SITREP REPORTS**

**SECTION I - OPREP-3 NAVY UNIT SITREP**


**1. Specific Reporting Instructions**

a. The OPREP-3 NAVY UNIT SITREP is used by any U.S. Navy CO, officer-in-charge, or other commander (as directed or appropriate) to provide the ISIC and appropriate Navy operational commanders and higher authority with timely notification of any incident not meeting OPREP-3 PINNACLE or OPREP-3 NAVY BLUE special incident reporting criteria.

b. The decision to submit an OPREP-3 NAVY UNIT SITREP vice an OPREP-3 NAVY BLUE report for the below list of personnel incident reporting criteria is driven by potential media interest. For clarification of definitions for potentially reportable crimes refer to reference (h). For general guidance see appendix B.

c. Major Incidents. Any incident such as fire, flooding, computer intrusion, and loss or compromise of classified information require an OPREP-3 NAVY BLUE if that incident is considered to be "major." If it is not "major," then it is to be reported as an OPREP-3 NAVY UNIT SITREP. For the purposes of this instruction, a major incident is defined as an incident that results in loss or degradation in the ability of a command to perform its mission, as determined by the CO. If in doubt, report as an OPREP-3 NAVY BLUE.

d. (b) (7)(E)



e. The below listed incidents warrant an OPREP-3 NAVY UNIT SITREP submitted to the ISIC:

(1) When considered appropriate by the reporting activity.

(2) When directed.

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(3) To update incidents previously reported via OPREP-3 NAVY BLUE when the update information does not meet OPREP-3 NAVY BLUE criteria.

(4) Operational incidents that do not attract media attention.

(a) Any firearm discharge that is unauthorized, accidental, or negligent that does not result in injury or death.

(b) Fires or floods or fire resulting in minor damage or does not cause significant personnel injury or loss of combat capability.

(c) (b) (7)(E)



(d) Minor liberty incidents in which a Service member is arrested or held for non-serious offenses by local or foreign authorities.

(e) Minor liberty incidents in a foreign port that may result in payment of a foreign claim.

(5) Personnel Incidents. See also appendix B for amplifying guidance and action and or information addresses. If media interest is anticipated in any of the below misconduct incidents, it should be reported via an OPREP-3 NAVY BLUE. If media interest is not anticipated, an OPREP-3 NAVY UNIT SITREP will be used.

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(a) Domestic violence or abuse. Any report of domestic violence or domestic abuse must include the date and location of the Service member's most recent operational, expeditionary, or IA deployment. Additionally, if the Service member's last deployment was an expeditionary or IA deployment after 19 March 2004, include whether he or she completed a PDHRA between 90 and 180 days after his or her return.

(b) Child abuse and or neglect.

(c) Child sexual abuse.

(d) Sexual assault (any unwanted or offensive touching of a sexual nature, or attempted touching of a sexual nature, including touching of the genitalia, breasts, or buttocks. This includes being made to sexually touch those areas or any other unwanted sexual contact).

(e) Sexual harassment - formal complaint or report. Commanders shall consult with a judge advocate general (JAG) in any alleged sexual harassment case. The final OPREP-3 report shall include the name, command, and contact information of the JAG consulted.

(f) Suicide-related behavior. All reports of a suicide-related behavior must include information regarding the Service member's most recent operational, expeditionary, or IA deployment. Additionally, if the Service member's last deployment was an expeditionary or IA deployment after 19 March 2004, include whether he or she completed a PDHRA between 90 and 180 days after his or her return.

(g) EO incidents - formal complaint or report.

(h) Unlawful discrimination.

(i) Hazing.

(j) Driving under the influence (DUI).

(k) Serious injury or death of Navy personnel.

(l) Any incident involving a firearm, whether the firearm was discharged or not discharged.

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(6) Other incidents:

(a) FOLUP reports of labor strikes affecting Navy facilities or the construction of a ship.

(b) Minor fraud, waste, or abuse.

2. Report Content. The OPREP-3 NAVY UNIT SITREP is a USMTF-based report that is being incorporated into reference (b). It is based on the OPREP-3 message. The message example is edited accordingly.

a. In general, voice and record message reports should address the following:

(1) What happened?

(2) Who is or was involved?

(3) Where did it happen?

(4) When did it happen?

(5) Why did it happen?

(6) What action is ongoing?

(7) What future action is contemplated?

(8) What is the impact on the command's mission capability?

(9) What assistance is required?

(10) What media attention is anticipated?

(11) Who is the command POC information?

b. Additional specific information is required in the GENTEXT/INCIDENT IDENTIFICATION AND DETAILS section of the record messages when reporting incidents of:

(1) Personnel incident reports. Appendix B refers.

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(2) Negligent discharge of a firearm. Contents for a negligent, inadvertent, or justified discharge of a government-owned firearm, which does not result in injury or death to personnel, shall include the following information:

- (a) Date, time, and location of the discharge.
- (b) Type of weapon discharged, number of rounds, manufacturer, and model number.
- (c) Damage (if any) caused by the discharge.
- (d) Location where firearm is normally stored.
- (e) Rate, rank, grade, Navy Enlisted Code (NEC), designator, duty position, and parent command of the person who discharged the weapon.
- (f) Last four of social security number, date of birth, race, and gender of the person who discharged the weapon.
- (g) Date last qualified, type of training, and years experience with the weapon.
- (h) Date last use-of-force and safety training was completed.
- (i) Date returned and date of next deployment.
- (j) Alcohol and or drug use of the involved person at the time of the incident.
- (k) Type of investigation being conducted (internal, NAVCRIMINVSEV, etc.).
- (l) Narrative of the events surrounding the incident and ongoing action.
- (m) POC: name, phone number, and e-mail.

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(3) Motorcycle mishap related incident. An OPREP-3 report is required for all class "A" and class "B" motorcycle mishap related incidents. OPREP-3 reporting for class "C" mishap related incidents is at the discretion of the commanding officer, unit commander or officer in charge as applicable. Contents for a motorcycle mishap related incident shall include the following information. If the information is unavailable at the time of initial report annotate those line items as "unknown" and address those line items in a follow-up report.

(a) Type/model of motorcycle involved (Example: sport bike/Suzuki GSX-R1000 or cruiser/Harley Davidson Dynaglide).

(b) Indicate whether personal protective equipment (PPE) was used. Report must include yes or no for each item. PPE includes head, eye, and foot protection and protective clothing (Example: boots, gloves, helmet, jacket, etc.).

(c) Report whether the operator had a valid motorcycle license or permit.

(d) List all motorcycle safety courses attended and dates completed (DDMMYY): (Example: Basic Rider Course (BRC) - 04012003, Military Sportbike Rider Course (MSRC) - 05052002, etc).

c. Serious injury of U.S. military personnel

(1) Avoid reporting sensitive personal information. Privacy of the individual is to be respected at all times.

(2) Generic identification such as "PO1" or "20 YR OLD FEMALE E-3" will suffice.

(3) If detailed personal identity information is required, it should be provided separately in other than general messages, such as amplifying voice reports or limited distribution messages such as "Personal For" or secure e-mail.

(4) Names will be withheld pending notification of next of kin, unless positive identification is deemed necessary. In

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such cases, the names can be listed provided the following statement is included: "FOR OFFICIAL USE ONLY. NEXT OF KIN HAVE NOT BEEN NOTIFIED."

d. In some cases, an OPREP-3 NAVY UNIT SITREP will be used to amplify an OPREP-3 NAVY BLUE report.

3. Voice Message Reports

a. (b) (7)(E)

b. The voice formats contain only the most important information and may not resemble the entire record version. For brevity, send only needed information. Each line in the main body of the message contains a line number that enables the message to be transmitted faster. Templates for all voice message reports are contained in reference (b).

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

4. Record Message Reports

a. Initial record message reports shall be made within the timeframe specified in chapter 2, section I.

b. MTF datasets used in the OPREP-3 NAVY UNIT SITREP message are listed below. The data sets are the same as for the generic OPREP-3 message report contained in reference (b), with the addition of the FLAGWORD set after the REF set.

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(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

(b) (7)(E)

c. Record Message Example

(1) ACTION addresses:

(b) (7)(E)

(2) INFO addresses, as appropriate:

(b) (7)(E)

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[illegible]

(a) ACTION addresses: (b) (7)

(b) (7)(E)

(b) (7)(E)

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3. (b) (7)(E) [REDACTED]
4. (b) (7)(E) [REDACTED] [REDACTED]
5. (b) (7)(E) [REDACTED]  
[REDACTED] [REDACTED]  
[REDACTED]
6. (b) (7)(E) [REDACTED] [REDACTED]  
[REDACTED]
7. (b) (7)(E) [REDACTED]  
[REDACTED]
8. (b) (7)(E) [REDACTED] [REDACTED]  
[REDACTED]
9. (b) (7)(E) [REDACTED]
10. (b) (7)(E) [REDACTED]
11. (b) (7)(E) [REDACTED] [REDACTED]
12. (b) (7)(E) [REDACTED] [REDACTED]  
[REDACTED] [REDACTED]  
[REDACTED]
13. POC: LT (b) (7)(E), COMM (b) (7)(E), DSN (b) (7)(E),  
(b) (7)(E) //

(5) For motorcycle mishap related incident report,  
include the following INFO addresses:

(b) (7)(E) [REDACTED]  
[REDACTED]

d. For personnel incident reports, use the addresses and  
format listed in appendix B.

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**APPENDIX A - REFERENCES**

(a) CJCSM 3150.03B, Joint Reporting Structure Event and Incident Reports (NOTAL)

(b) MIL-STD 6040, U.S. Message Text Formatting Program, 2007 (NOTAL)

(c) (b) (7)(E)

(d) (b) (7)(E)

(e) SECNAV M-5510.36, Department of the Navy Information Security Program Manual, of 1 Jun 06

(f) OPNAVINST 2201.2, Navy and Marine Corps Computer Network Incident Response

(g) CJCSM 6510.01A, Information Assurance (IA) and Computer Network Defense (CND) Volume I (Incident Handling Program)

(h) Manual for Courts-Martial (MCM), United States, 2008

(i) OPNAVINST 1752.1B, Sexual Assault Victim Intervention Program

(j) OPNAVINST 1752.2B, Family Advocacy Program

(k) OPNAVINST 5354.1F, Navy Equal Opportunity Policy

(l) SECNAVINST 1610.2A, DON Policy on Hazing

(m) SECNAVINST 1752.4A, Sexual Assault Prevention and Response

(n) SECNAVINST 1752.3B, Family Advocacy Program

(o) OPNAVINST 1720.4A, Suicide Prevention Program

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- (p) OPNAVINST 6100.2A, Health Promotion Program
- (q) OPNAVINST 5102.1D, Navy and Marine Corps Mishap and Safety Investigation Reporting and Record Keeping Manual
- (r) OPNAVINST 3750.6R, Naval Aviation Safety Program
- (s) OPNAVINST 5100.19E, Navy Safety and Occupational Health Program Manual for Forces Afloat
- (t) OPNAVINST 5100.23G, Navy Safety and Occupational Health Program Manual
- (u) SECNAVINST 5430.107, Mission and Functions of the Naval Criminal Investigative Service
- (v) SECNAVINST 3300.1C, Department of the Navy Law of War Program
- (w) OPNAVINST 3300.52, Law of Armed Conflict (Law of War) Program to Ensure Compliance by the U.S. Navy and Naval Reserve
- (x) DoD Directive 2311.01E, DoD Law of War Program, of 9 May 06
- (y) OPNAVINST 5530.13C, Department of the Navy Physical Security Instruction for Conventional Arms, Ammunition, and Explosives
- (z) (b)(3) 10 U.S.C. 128, (b)(7E) [REDACTED]
- (aa) OPNAVINST 5090.1C, Environmental and Natural Resources Program Manual
- (ab) OPNAVINST 5711.96C, United States/Russian Federation Incidents at Sea and Dangerous Military Activities Agreements
- (ac) BUMEDINST 6220.12B, Medical Surveillance And Notifiable Event Reporting
- (ad) (b) (7)(E) [REDACTED]

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**APPENDIX B - PERSONNEL INCIDENT REPORTS**

1. Specific Reporting Instructions. The OPREP-3 NAVY BLUE and OPREP-3 NAVY UNIT SITREP will be used to report any personnel incident that could attract high level Navy interest. The decision to submit an OPREP-3 NAVY UNIT SITREP vice an OPREP-3 NAVY BLUE report is driven by potential media interest. Reportable personnel incidents normally fall within one of the following categories:

a. OPREP-3 NAVY BLUE. Significant misconduct to include murder, rape, forcible sodomy, attempted rape, attempted forcible sodomy, armed robbery, aggravated assault, assault with a deadly weapon, kidnapping, carjacking, and burglary of an occupied dwelling.

b. OPREP-3 NAVY UNIT SITREP. Lesser misconduct to include domestic violence, domestic abuse, child abuse and or neglect, child sexual abuse, sexual assault (other than rape and forcible sodomy, and attempts to commit these offenses), sexual harassment, DUI, motorcycle mishap, suicide-related behavior, EO incidents, unlawful discrimination, and hazing. Any incident involving a firearm, whether the firearm was discharged or not discharged.

c. Sexual assault incidents require, in addition to an OPREP-3 NAVY BLUE or OPREP-3 NAVY UNIT SITREP, submission of a NAVPERS 1752/1 Sexual Assault Incident Data Collection Report to CNO (N1) within 10 days of initial OPREP-3 NAVY BLUE or OPREP-3 NAVY UNIT SITREP. See reference (i) for further guidance.

d. Motorcycle mishap related incidents and other mishaps require a MISHAP report in addition to an OPREP-3 report. Requirements for mishap investigations and reporting are contained in references (q) through (t).

2. Report Content

a. The OPREP-3 NAVY BLUE and OPREP-3 NAVY UNIT SITREP are USMTF based reports that are being incorporated into reference (b). They are based on the OPREP-3 message. The message examples are edited accordingly.

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b. For all personnel incidents, report the following specific information in the GENTEXT/INCIDENT IDENTIFICATION AND DETAILS section of the report:

- (1) Incident (incidents listed in paragraph 1 above).
- (2) Date of incident.
- (3) Time of incident. Local vice Zulu time; specify the time zone.
- (4) Location of incident (e.g., east ocean view, Norfolk, VA; fast food restaurant, South St., Norfolk, VA; etc.).
- (5) Suspect or alleged offender information: military (identify by pay grade: E-4, PO1, O-1), civil service (identify by pay grade: GS-5), civilian, foreign national, unknown (UNK); if applicable, include relationship, spouse, child, etc.
- (6) Gender.
- (7) Age.
- (8) Race (American Indian or Alaskan Native; Asian; Black or African American; Native Hawaiian or Other Pacific Islander; Hispanic; White; etc.).
- (9) Weapon (firearm, knife, bottle, etc.). For firearm, list specific model and manufacturer of the firearm.
- (10) Firearm specifications. For firearm incidents, include the following information for both the offender and victim: date of birth, parent command, rating, NEC or designator, years of experience with firearm, type of training with firearm, location where firearm is normally stored, and last four of social security number.
- (11) Alcohol and or drug (blood alcohol content, type, and amount, if known).
- (12) Victim or complainant information. Military (identify by pay grade: E-4, PO1, O-1), civil service (identify

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by pay grade: GS-11), civilian, foreign national, UNK; if applicable, include relationship to victim (spouse, child, etc.).

(13) Victim or complainant information: Gender

(14) Victim or complainant information: Age

(15) Victim or complainant information: Race (American Indian or Alaskan Native; Asian; Black or African American; Native Hawaiian or Other Pacific Islander; Hispanic; White; etc.).

(16) (b) (7)(E)

(17) Installation family advocacy representative notified (yes, no, not applicable).

(18) Summary or brief description of incident. For all OPREP-3 reports of suicides, suicide attempts, suicide-related behavior, domestic violence, and any incident involving a firearm, whether the firearm was discharged or not discharged, include the date and location of the Service member's most recent operational, expeditionary, or IA deployment. Additionally, if the Service member's last deployment was an expeditionary or IA deployment after 19 March 2004, also include whether he or she completed a PDHRA between 90 and 180 days after his or her return.

(19) Type/model of motorcycle involved (example: sport bike/Suzuki GSX-R1000 or cruiser/Harley Davidson Dynaglide).

(20) Indicate whether personal protective equipment (PPE) was used. Report must include yes/no for each item. PPE includes head, eye, and foot protection and protective clothing (example: boots, gloves, helmet, jacket, etc.).

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(21) Report whether the operator had a valid motorcycle license or permit.

(22) List all motorcycle safety courses attended and dates completed (DDMMYYYY): (example: Basic Rider Course (BRC) - 04012003, Military Sportbike Rider Course (MSRC) - 05052002).

(23) Only the final record message report will include one of the following mandatory mishap status statements:

(a) "MISHAP REPORT NOT REQUIRED," or

(b) "MISHAP REPORT TO FOLLOW," or

(c) "MISHAP REPORT SUBMITTED."

(24) Media interest (anticipated or not anticipated).

(25) POC (name, phone number, and e-mail).

c. For sexual assault incidents, OPREP-3 NAVY BLUE or OPREP-3 NAVY UNIT SITREP should include the following specific information:

(1) Items 1 through 20 (data element numbers and choices or responses) from the NAVPERS 1752/1. Questions need not be restated. Other information may be reported in the GENTEXT/INCIDENT IDENTIFICATION AND DETAILS section of the FOLUP OPREP-3 NAVY BLUE or OPREP-3 NAVY UNIT SITREP.

(2) Commanding officer's (CO's) assessment (see chapter 2 for more details).

(3) The disposition resolution category as provided by the JAG and NCIS disposition report and the name, command, and contact information of the JAG consulted by commanders on the alleged sexual assault incident. The required information should be reported in the GENTEXT/INCIDENT IDENTIFICATION AND DETAILS section of the final OPREP-3 NAVY BLUE or OPREP-3 NAVY UNIT SITREP.

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(4) The GENTEXT/INCIDENT IDENTIFICATION AND DETAILS section of the final OPREP-3 NAVY BLUE or OPREP-3 NAVY UNIT SITREP should also include additional information regarding the following:

(a) Status of military protective order(s) (MPOs) (e.g., duration, issuance, termination, violation, etc.).

(b) Status of transfer or reassignment (permanent and or temporary) of victim and or alleged offender.

(c) Status of victim's collateral misconduct investigation and or disposition.

(d) Information pertinent to ongoing incident response.

3. Voice Reports for OPREP-3 NAVY BLUE and OPREP-3 NAVY UNIT SITREPs

a. OPREP-3 NAVY BLUE incidents require:

(1) Voice report to appropriate MOC within the timeframe specified.

(2) Voice report to the appropriate CNO (N1) POC within 24 hours.

b. OPREP-3 NAVY UNIT SITREP incidents require:

(1) Voice report to the command's ISIC, if required.

(2) Voice report to the appropriate CNO (N1) POC within 24 hours.

c. CNO (N1) POCs:

(1) Domestic Violence: CNIC (N91), (b) (7)(E)

(2) Child Abuse and Neglect: CNIC (N91), (b) (7)(E)

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(3) Child Sexual Abuse: CNIC (N913), (b) (7)(E)

(4) Sexual Assault: CNIC (N91), (b) (7)(E)

(5) Suicide Prevention: OPNAV (N135), (b) (7)(E)

(6) Sexual Harassment, Hazing, and EO: Navy Equal Opportunity Office (N134), (b) (7)(E) for overseas, call collect, (b) (7)(E)

d. Voice message formats are the same for the OPREP-3 NAVY BLUE or the OPREP-3 NAVY UNIT SITREP. See examples below.

(1) Non-Sexual Assault OPREP-3 NAVY BLUE Voice Message  
Report Example:

(b) (7)(E)

(2) Sexual Assault OPREP-3 NAVY UNIT SITREP Voice  
Report Example:

(b) (7)(E)

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(b) (7)(E)

4. Record Message Reports for OPREP-3 NAVY BLUE and OPREP-3 NAVY UNIT SITREPs

a. Initial record message reports shall be made within the timeframe specified in chapter 2, section I.

b. MTF datasets are the same as for the OPREP-3 NAVY BLUE or the OPREP-3 NAVY UNIT SITREP. Addresses for OPREP-3 NAVY BLUE and NAVY UNIT SITREPs are provided in subparagraphs 4c and 4d below.

c. OPREP-3 NAVY BLUE Record Message Example:

(1) ACTION addresses:

(b) (7)(E)

(2) INFO addresses for all personnel incidents:

(b) (7)(E)

(3) Additional addresses to be considered:

(b) (7)(E)

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(b) (7)(E) [REDACTED]  
[REDACTED]  
[REDACTED]

(4) Additional addresses for domestic violence:

(b) (7)(E) [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

(5) Additional addresses for child abuse, child neglect,  
or child sexual abuse:

(b) (7)(E) [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

(6) Additional addresses for sexual assault:

(b) (7)(E) [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

(7) Additional address for suicide:

(b) (7)(E) [REDACTED]

(8) Additional addresses for sexual harassment, hazing,  
and EO:

(b) (7)(E) [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

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(9) Additional addresses for firearms incidents:

(b) (7)(E)

(10) Additional INFO addresses for motorcycle mishap related incidents:

(b) (7)(E)

(11) Message body:

OPREP-3 NAVY BLUE Example:

(b) (7)(E)

GENTEXT/INCIDENT IDENTIFICATION AND DETAILS/

1. INCIDENT: MURDER-SUICIDE
2. DATE OF INCIDENT: 10MAR2010
3. TIME OF INCIDENT: 2330L (TANGO TIME ZONE)
4. LOCATION OF INCIDENT: BASE HOUSING, SAN DIEGO, CA
5. SUSPECT OR ALLEGED OFFENDER: E-3
6. GENDER: MALE
7. AGE: 20 YR OLD
8. RACE: DECLINE TO RESPOND
9. WEAPON: HAND GUN
10. FIREARM SPECS: DOB: 01APR80-VICTIM, 05MAR75  
ALLEGED OFFENDER/OPNAV/OSSN/NONE/  
1 YR/MARKSMAN/HOUSE/DOE/1234
11. ALCOHOL/DRUG: NONE
12. VICTIM OR COMPLAINANT: CIVILIAN SPOUSE
13. GENDER: FEMALE
14. AGE: 19 YR OLD
15. RACE: DECLINE TO RESPOND
16. NAVCRIMINVSERV NOTIFIED/INVOLVEMENT: YES,  
NOTIFIED
17. FAMILY ADVOCACY REP NOTIFIED: YES
18. SUMMARY/BRIEF DESCRIPTION OF INCIDENT: VICTIM HAD  
RESTRAINING ORDER AGAINST SUSPECT. SUSPECT ENTERED  
VICTIM'S HOUSE BY FORCE, KIDNAPPED VICTIM'S CHILD AND  
HELD CHILD HOSTAGE IN BASE HOUSING PARKING LOT. WHEN  
VICTIM TRIED TO RECOVER CHILD, SUSPECT SHOT VICTIM

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DEAD IN FRONT OF WITNESSES, THEN KILLED HIMSELF.  
MEMBER RETURNED FROM IA DEPLOYMENT TO IRAQ ON 01  
JANUARY 2005. PDHRA WAS COMPLETED.

19. MEDIA INTEREST: ANTICIPATED

20. POC: LT (b) (7)(E), COMM (b) (7)(E), DSN (b) (7)(E),  
(b) (7)(E) //

d. OPREP-3 NAVY UNIT SITREP Record Message Example

(1) ACTION addresses:

(b) (7)  
(E)

[REDACTED]  
[REDACTED]  
[REDACTED]

(2) INFO addresses for all personnel incidents:

(b) (7)(E)

[REDACTED]  
[REDACTED]

(3) Additional addresses to be considered:

(b) (7)(E)

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

(4) Additional addresses for domestic violence:

(b) (7)(E)

[REDACTED]

(5) Additional addresses for child abuse, child neglect,  
or child sexual abuse:

(b) (7)(E)

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

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(6) Additional addresses for sexual assault:

(b) (7)(E) [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

(7) Additional address for suicide:

(b) (7)(E) [REDACTED]

(8) Additional addresses for sexual harassment, hazing,  
and EO:

(b) (7)(E) [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

(9) Additional addresses for firearms incidents:

(b) (7)(E) [REDACTED]

(10) Additional INFO addresses for motorcycle mishap  
related incidents:

(b) (7)(E) [REDACTED]  
[REDACTED]

(11) Message body:

OPREP-3 NAVY UNIT SITREP Motorcycle Mishap Example:

(b) (7)(E) [REDACTED]  
[REDACTED] [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

GENTEXT/INCIDENT IDENTIFICATION AND DETAILS/

1. INCIDENT: NON-HOSTILE DEATH (MOTORCYCLE ACCIDENT)
2. DATE OF INCIDENT: 16JUN2010

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3. TIME OF INCIDENT: 0430L
4. LOCATION OF INCIDENT: INTERSECTION OF HAMPTON BOULEVARD AND INTERSTATE 564, NORFOLK, VA
5. SUSPECT OR ALLEGED OFFENDER: NONE
6. GENDER: N/A
7. AGE: N/A
8. RACE: N/A
9. WEAPON: N/A
10. FIREARM SPECS: N/A
11. ALCOHOL/DRUG: BEER, 6-PACK
12. VICTIM OR COMPLAINANT: E-4
13. GENDER: MALE
14. AGE: 24 YEARS OLD
15. RACE: WHITE
16. NAVCRIMINVSERV NOTIFIED: YES
17. INSTALLATION FAMILY ADVOCACY REP NOTIFIED: N/A
18. SUMMARY/BRIEF DESCRIPTION OF INCIDENT: MOTORCYCLE ACCIDENT RELATED FATALITY. SM AND MOTORCYCLE FOUND ALONG THE SIDE OF THE ROAD AT THE INTERSECTION OF HAMPTON BLVD AND INTERSTATE 564 AT APPROXIMATELY 0430L. MEDICAL ASSISTANCE WAS RENDERED BY A PASSING MOTORIST UNTIL ARRIVAL OF EMERGENCY MEDICAL STAFF. SERVICE MEMBER WAS PRONOUNCED DEAD ON ARRIVAL AT PORTSMOUTH NAVAL HOSPITAL. MEMBER RETURNED FROM IA DEPLOYMENT TO IRAQ ON 01 MAY 2005. PDHRA WAS COMPLETED.
19. TYPE/MODEL OF MOTORCYCLE INVOLVED: SPORTBIKE/SUZUKI GSX-R1000
20. USE OF PPE: HEAD PROTECTION: YES, EYE PROTECTION: YES, FOOT PROTECTION: YES, PROTECTIVE CLOTHING: BOOTS, GLOVES AND HELMET: YES, JACKET: NO.
21. VALID MOTORCYCLE LICENSE OR PERMIT: NO.
22. MOTORCYCLE SAFETY COURSES AND DATES ATTENDED: BASIC RIDER COURSE (BRC) - 04012003
23. MISHAP REPORT TO FOLLOW.
24. MEDIA INTEREST: NOT ANTICIPATED.
25. POC: LT (b) (7)(E), COMM (b) (7)(E), DSN (b) (7)(E), (b) (7)(E) //

OPREP-3 NAVY UNIT SITREP Example:

(b) (7)(E)  
\_\_\_\_\_  
\_\_\_\_\_

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(b) (7)(E)

GENTEXT/INCIDENT IDENTIFICATION AND DETAILS/

1. INCIDENT: SEXUAL ASSAULT (ATTEMPTED)
2. DATE OF INCIDENT: 16JUN2010
3. TIME OF INCIDENT: 0430L
4. LOCATION OF INCIDENT: BASE HOUSING, NORFOLK, VA
5. SUSPECT OR ALLEGED OFFENDER: USN, AD, E4
6. GENDER: MALE
7. AGE: 27 YR OLD
8. RACE: UNKNOWN
9. WEAPON: N/A
10. FIREARM SPECS: N/A
11. ALCOHOL/DRUG: BEER, TWO 6-PACKS
12. VICTIM OR COMPLAINANT: E-4
13. GENDER: FEMALE
14. AGE: 24 YR OLD
15. RACE: WHITE
16. NAVCRIMINVSERV NOTIFIED: YES
17. INSTALLATION FAMILY ADVOCACY REP NOTIFIED: N/A
18. SUMMARY/BRIEF DESCRIPTION OF INCIDENT: WHILE IN RESTAURANT BATHROOM, VICTIM GRABBED BY ALLEGED OFFENDER WHO TRIED TO RAPE HER. VICTIM STRUGGLED AND SCREAMED WHICH ALERTED RESTAURANT STAFF WHO DETAINED ALLEGED OFFENDER UNTIL LOCAL POLICE ARRIVED AND TOOK HIM INTO CUSTODY. VICTIM IS PRESSING CHARGES. VICTIM IS RECEIVING CIVILIAN COUNSELING. SARC REP NOTIFIED. MPO ISSUED FOR 72 HOURS. ALLEGED OFFENDER TEMPORARILY REASSIGNED TO TENANT COMMAND. NO COLLATERAL MISCONDUCT BY VICTIM NOTED AT THIS TIME. COMMAND CONSULTED BASE RLSD, POC: LCDR J. BROWN, JAG, TEL: (757)555-5555.
19. MEDIA INTEREST: NOT ANTICIPATED.
20. POC: LT (b) (7)(E), COMM (b) (7)(E), DSN (b) (7)(E), (b) (7)(E), (b) (7)(E) //

5. Definitions and Guidance. The following paragraphs provide general guidance to assist in a command's determination as to whether a reportable personnel incident has occurred and whether that incident should be reported via OPREP-3 NAVY UNIT SITREP or OPREP-3 NAVY BLUE. For official legal definitions of offenses, refer to reference (h).

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a. Domestic Violence: An offense under the United States Code, the Uniform Code of Military Justice (UCMJ), or state law that involves the use, attempted use, or threatened use of force or violence, or a violation of a lawful order issued for the protection of a person who is a current or former spouse, a person with whom the abuser shares a child in common, or a current or former intimate partner with whom the abuser shares or has shared a common domicile.

b. Domestic Abuse: An offense as defined above, or a pattern of behavior resulting in emotional or psychological abuse, economic control, and or interference with personal liberty that is directed toward a person who is a current or former spouse, a person with whom the abuser shares a child in common, or a current or former intimate partner with whom the abuser shares or has shared a common domicile.

c. Child Abuse and or Neglect: The physical injury, sexual abuse, emotional abuse, deprivation of necessities, or other abuse of a child by a parent, guardian, employee of a residential facility, or any person providing out-of-home care, who is responsible for the child's welfare, under circumstances that indicate the child's welfare is harmed or threatened, as defined in reference (j). The term encompasses both acts and omissions on the part of such a responsible person. This term includes alleged offenders whose relationship is outside the family and includes, but is not limited to, individuals known to the child and living or visiting in the same residence who are unrelated to the victim by blood or marriage, and individuals unknown to the victim. Specific types of child abuse and or neglect are:

(1) Child Physical Abuse: A type of abuse to include, but not limited to, acts resulting in: death, brain damage or skull fracture; subdural hemorrhage or hematoma; bone fracture; dislocation or sprain; internal injury; poisoning; burn or scald; severe cut or laceration; other physical injury that seriously impairs the health or physical well-being of the child victim; or other minor injury which includes minor bruises, welts, cuts, and twisting or shaking which do not constitute a substantial risk to the life or well-being of the victim.

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(2) Child Emotional Abuse: Actions including, but not limited to, active, intentional berating, disparaging, or other behavior towards the victim that adversely affects the psychological well-being of the victim.

(3) Child Neglect: Actions or omissions by a parent, guardian, or caretaker, which include, but are not limited to, deliberate or negligent withholding or deprivation of necessities (nourishment, shelter, clothing, and health care), lack of adequate supervision, emotional or educational neglect, and abandonment.

(4) Extra-Familial Child Abuse: Includes child abuse by strangers, persons in loco parentis, and child-to-child abuse.

d. Child Sexual Abuse: Actions including, but not limited to, the employment, use, inducement, enticement, or coercion of any child to engage in, or having a child assist any other person to engage in, any sexually explicit conduct (or any simulation of such conduct). This includes, but is not limited to, rape, molestation, prostitution, or other sexual activity between the alleged offender or a third party and a child, when the alleged offender is in a position of power over the child. Sexual abuse also includes exploitation to include forcing or allowing a child to look at the alleged offender's genitals, forcing or allowing a child to observe an alleged offender's or another's masturbatory activities, exposing of a child's genitals for sexual gratification of the alleged offender(s), talking to a child in a sexually explicit manner, surreptitious viewing of a child while undressed for the alleged offender's sexual gratification, or involving a child in sexual activity such as pornography or prostitution in which the alleged offender does not have direct physical contact with the child. Child sexual abuse also includes incest that is defined as sexually explicit activity between a parent and or stepparent and a child, a sibling, or another relative too closely related to be permitted by applicable law to marry.

e. Sexual Assault: Intentional sexual contact, characterized by use of force, threats, intimidation, abuse of authority, or when the victim does not or cannot consent. "Consent" means words or overt acts indicating a freely given agreement to the sexual conduct at issue by a competent person. An expression of lack of consent through words or conduct means

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there is no consent. Lack of verbal or physical resistance or submission resulting from the accused's use of force, threat of force, or placing another person in fear does not constitute consent. A current or previous dating relationship by itself or the manner of dress of the person involved with the accused in the sexual conduct at issue shall not constitute consent. Sexual assault includes but is not limited to rape, forcible sodomy (oral or anal sex), and other unwanted sexual contact that is aggravated, abusive, or wrongful (to include unwanted and inappropriate sexual contact), or attempts to commit these acts. For definitions of these crimes and related offenses, see the UCMJ in reference (h).

f. Sexual Harassment: A form of sex discrimination that involves unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature. Sexual harassment includes the below and is prohibited as noted in reference (k).

(1) Submission to such conduct is made either explicitly or implicitly a term or condition of a person's job, pay, or career.

(2) Submission to or rejection of such conduct by a person is used as a basis for career or employment decisions affecting the person.

(3) Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creates an intimidating, hostile, or offensive working environment.

(4) An allegation of sexual harassment that is submitted in writing via a NAVPERS 5354/2 Navy Equal Opportunity (EO) Formal Complaint Form, a UCMJ Article 138 (complaint against CO), a U.S. Navy Regulations Article 1150 (redress of wrong committed by a superior), communication to Navy Inspector General or elected officials, NAVPERS 1626/7 Report and Disposition of Offense(s), or any other communication the commander deems appropriate must be reported, investigated, and resolved. Personal advocates shall be available to assist complainant, respondent, and witnesses within 24 hours after submission of a formal complaint.

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g. Suicide: Self-inflicted death with evidence, either implicit or explicit, of intent to die, as defined in NAVADMIN 122/09.

(1) Suicide-Related Behavior: Expressed suicide-related thoughts, suicide-related communications, and non-fatal, self injurious behavior without evidence of intent to die.

(2) Suicide is a leading cause of death among Service members. Therefore, all suicide-related behavior must be investigated. A medical officer should make the determination as to whether there has been an attempt or suicide-related behavior, as this is a determination about a medical condition. In the absence of a physician, the CO, in consultation with the independent duty corpsman, will make the determination on the validity of a suicidal gesture.

h. EO: The right of all persons to participate in, and benefit from programs and activities for which they are qualified, as defined in reference (k). These programs and activities shall be free from social, personal, or institutional barriers that prevent people from rising to the highest level of responsibility possible. Persons shall be evaluated on individual merit, fitness, and capability; regardless of race, ethnicity, national origin, sex, or religion.

i. Unlawful Discrimination: Includes discrimination on the basis of race, ethnicity, national origin, sex, or religion that is not otherwise authorized by law or regulation.

j. Hazing: Any conduct whereby a military member or members, regardless of service or rank, without proper authority, causes another military member or members, regardless of service or rank, to suffer or be exposed to any activity which is cruel, abusive, humiliating, oppressive, demeaning, or harmful, as identified in reference (l). Soliciting or coercing another to perpetrate any such activity is also considered hazing. Hazing need not involve physical contact among or between military members; it can be verbal or psychological in nature. Actual or implied consent to acts of hazing does not eliminate the culpability of the perpetrator.

(1) Hazing can include, but is not limited to, the following: playing abusive or ridiculous tricks; threatening or

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offering violence or bodily harm to another; striking; branding; taping; tattooing; shaving; greasing; painting; requiring excessive physical exercise beyond what is required to meet standards; "pinning;" "tacking on;" "blood wings;" or forcing or requiring the consumption of food, alcohol, drugs, or any other substance.

(2) Hazing does not include command authorized or operational activities; the requisite training to prepare for such missions or operations; administrative corrective measures; extra military instruction; athletics events; command authorized physical training; contests or competitions and other similar activities that are authorized by the chain of command.

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APPENDIX C -ARMS, AMMUNITION, AND EXPLOSIVES (AA&E) INCIDENT  
REPORTS

1. Specific Reporting Instructions

a. (b) (7)(E)

(1) (b) (7)(E)

(2) (b) (7)(E)

(3) (b) (7)(E)

(4) (b) (7)(E)

b. An OPREP-3 NAVY UNIT SITREP is used to provide the ISIC with notification of:

(1) (b) (7)(E)

(2) (b) (7)(E)

c. (b) (7)(E)

(b) (7)  
(E)

(1) (b) (7)(E)

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(2) (b) (7)(E)

(3) (b) (7)(E)

(4) (b) (7)(E)

(5) (b) (7)(E)

(6) (b) (7)(E)

(7) (b) (7)(E)

d. Incidents that result in significant news coverage, or appear to have the potential to cause such coverage, must be reported.

e. Reporting requirements begin when a loss is discovered, whether by discovery of an incident, receipt of a loss claim, completion of an inventory, or any other means.

2. Report Content. (b) (7)(E)

a. (b) (7)(E)

(1) (b) (7)(E)

(2) (b) (7)(E)

(3) (b) (7)(E)

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(4) (b)(7)(E) [REDACTED]

(5) (b)(7)(E) [REDACTED]

(6) (b)(7)(E) [REDACTED]

### 3. Voice Message Reports

a. Initial voice message reports shall be made within the timeframe specified in chapter 2, section I.

b. OPREP-3 NAVY BLUE voice message formats for AA&E incidents are the same as for OPREP-3 NAVY BLUE reports. OPREP-3 NAVY UNIT SITREP voice reports are not required by CNO.

#### c. OPREP-3 NAVY BLUE Voice Message Report Example

(b)(7)(E) [REDACTED]

### 4. Record Message Reports

a. Initial record message reports shall be made within the timeframe specified chapter 2, section I.

b. MTF data sets are the same as used for OPREP-3 NAVY BLUE or NAVY UNIT SITREP, as appropriate. Addresses for OPREP-3 NAVY BLUE and NAVY UNIT SITREPs are provided in subparagraphs 4c and 4d below.

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c. OPREP-3 NAVY BLUE Record Message Example

(1) ACTION addresses:

(b) (7)(E)

A large rectangular area of the document is completely redacted with black ink. The redaction covers approximately 10 lines of text, starting from the first line of the ACTION addresses section and extending down to the first line of the INFO addresses section. The text "(b) (7)(E)" is printed in red at the top left of this redacted area.

(2) INFO addresses:

(b) (7)(E)

A large rectangular area of the document is completely redacted with black ink. The redaction covers approximately 10 lines of text, starting from the first line of the INFO addresses section and extending down to the first line of the Message body section. The text "(b) (7)(E)" is printed in red at the top left of this redacted area.

(3) Message body:

(b) (7)(E)

A rectangular area of the document is completely redacted with black ink. The redaction covers approximately 2 lines of text, starting from the first line of the Message body section. The text "(b) (7)(E)" is printed in red at the top left of this redacted area.

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(b) (7)(E)

5. POC: LT (b) (7)(E), COMM (b) (7)(E), DSN (b) (7)(E), (b) (7)(E) //

d. OPREP-3 NAVY UNIT SITREP Record Message Example:

(b) (7)(E)

POC: LT (b) (7)(E) COMM (b) (7)(E) , DSN (b) (7)(E) ,  
(b) (7)(E) //

e. OPREP-3 NAVY BLUE Non-Explosive Mishap Record Message  
Example:

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(1) TO (Action) addresses:

(b) (7)(E) [REDACTED]

(2) INFO addresses:

(b) (7)(E) [REDACTED]

(3) Additional addresses to be considered:

(b) (7)(E) [REDACTED]

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(b) (7)(E) [REDACTED]

(4) Message body:

- (b) (7)(E) [REDACTED]
1. (b) (7)(E) [REDACTED]
  2. (b) (7)(E) [REDACTED]
  3. (b) (7)(E) [REDACTED]
  4. (b) (7)(E) [REDACTED]
  5. (b) (7)(E) [REDACTED]
  6. (b) (7)(E) [REDACTED]
- (b) (7)(E) [REDACTED]
7. (b) (7)(E) [REDACTED]
  8. (b) (7)(E) [REDACTED]
  9. (b) (7)(E) [REDACTED]

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10. (b) (7)(E)

f. OPREP-3 NAVY BLUE Explosive Mishap Record Message  
Example:

(1) TO (Action) addresses:

(b) (7)(E)

(2) INFO addresses:

(b) (7)(E)

(3) Additional addresses to be considered

(b) (7)(E)

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(b) (7)(E)

[REDACTED]

(4) Message Body:

(b) (7)(E)

[REDACTED]

1. (b) (7)(E) [REDACTED]
2. (b) (7)(E) [REDACTED]
3. (b) (7)(E) [REDACTED]

[REDACTED]

4. (b) (7)(E) [REDACTED]

[REDACTED]

5. (b) (7)(E) [REDACTED]

[REDACTED]

6. (b) (7)(E) [REDACTED]

[REDACTED]

(b) (7)(E)

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- (b) (7)(E)
7. (b) (7)(E) (b) (7)(E)
- (b) (7)(E)
8. (b) (7)(E)
- (b) (7)(E)
9. (b) (7)(E)
- (b) (7)(E)
10. (b) (7)(E)
- (b) (7)(E)
11. (b) (7)(E)
12. (b) (7)(E)
- (b) (7)(E)
13. (b) (7)(E)

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**APPENDIX D - MARINE MAMMAL INCIDENT REPORTS**

1. Specific Reporting Instructions. The OPREP-3 NAVY BLUE will be used to report any marine mammal incident.

a. This guidance applies to all Navy commands, including any ship or aircraft under contract to, or conducting research and development or test and evaluation activities for the Navy. OPNAV (N45) is the clearinghouse for all Navy information related to marine mammal strike or stranding occurrences worldwide. CNO (N3/N5) will support OPNAV (N45) directly in coordinating these marine mammal incident reports.

b. In the event of a marine mammal strike or stranding, OPNAV (N45) is the sole POC for liaison activities with the National Oceanographic and Atmospheric Administration National Marine Fisheries Service (NOAA Fisheries) Headquarters. Coordination with OPNAV (N45) is required prior to, or immediately after, the fleet or regional commander has engaged regional NOAA Fisheries offices with regard to a stranding or strike incident.

c. The CNO BWC in the NOC, Washington, DC, is responsible for collecting/disseminating operational and ashore information to CNO leadership. The NOC must receive all voice and message reports related to marine mammal incidents so that it can notify appropriate Office of the Chief of Naval Operations (OPNAV) action officers and leadership. Marine mammal incidents by their very nature require coordination of information across commands, both afloat and ashore. Fleet commanders have the lead for information coordination and will support the NOC. Regional commanders shall support the fleet commanders by coordinating shore command marine mammal incident information.

2. Report Content. The OPREP-3 NAVY BLUE is a USMTF based report that is incorporated into reference (b). It is based on the OPREP-3 message, and the message examples are edited accordingly.

a. Initial Report. The initial voice will conform to the requirements of chapter 2, sections I and II, of this instruction. The initial voice and record message report is

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intended to inform the chain of command expeditiously of the existence of the marine mammal event within the timeframe specified.

b. FOLUP reporting. Not all reportable marine mammal events require FOLUP reporting. Based on the initial report and the attendant facts and circumstances surrounding the event, OPNAV (N45) will coordinate with the NOC to determine whether FOLUP reporting is required. Factors such as proximity of naval forces, physical condition of the animal, congressional interest, other agency interest, media interest, and other pertinent information will be considered in making the determination.

(1) If required, FOLUP reports will be made via naval message to CNO (N3/N5) and OPNAV (N45) and the NOC within 24 hours following the initial report. Negative reports are required.

(2) Contents of FOLUP Reports. FOLUP reports shall only contain information not included in the initial report. The report shall be submitted within 24 hours following the initial report even if not all information is available. Additional FOLUP reports must be submitted every 24 hours thereafter until all information has been forwarded to CNO (N3/N5) and OPNAV (N45)).

(3) Under certain circumstances, more comprehensive reporting may be appropriate. In such instances, especially if litigation is anticipated, an investigation may be directed pursuant to section 0209 of reference (aa). Close coordination between the cognizant fleet commander and OPNAV (N45) will be essential in these situations.

c. Include the time and location of the incident in the TIMELOC section of the report.

d. The following specific information shall be included in the GENTEXT/INCIDENT IDENTIFICATION AND DETAILS section of the report:

(1) Type of Marine Mammal Incident (strike or stranding).

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(2) Date of incident.

(3) Time of incident (local vice zulu time).

(4) Location of incident (include LAT/LONG).

(5) Whale Strike Details:

(a) Identity of person who discovered event (e.g., military, civilian, other government personnel).

(b) Circumstances surrounding the discovery (e.g., NOAA survey flight, normal steaming operations, press coverage, local agency notification).

(c) Description of animal, including species, size and length, location (LAT/LONG) of the animal (or strike if the animal has disappeared), and injury status, to the extent known.

(d) Existence of photographs or video.

(e) Description of the class, type, and operational status of the vessel involved in the strike.

(6) Stranding Details (if available):

(a) Time strandings commenced.

(b) Time of last stranding.

(c) Where strandings occurred (geographical name of location and LAT/LONG).

(d) How many marine mammals stranded and apparent condition (alive, dead, severely decayed, etc.).

(e) Species type(s).

(f) How many marine mammals died.

(g) Whether necropsies performed.

(h) Who performed the necropsy.

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(7) Identity of any naval units (surface, subsurface, or air) in the region potentially involved.

(8) Acoustic activity. If active sonar or explosive devices employed by any units listed under subparagraph 2d(7) above, provide the following:

(a) Sonar employed.

(b) Ship's tracks and heading.

(c) Time of employment (72 hours leading up to and following initial strandings).

(d) Power levels used.

(e) Explosives used, type, and how many.

(9) Oceanographic details (these factors are key to any assessment of whether sonar may have contributed to this stranding event).

(a) Meteorological information (surface winds, sea states).

(b) Sound velocity profiles, bathythermograph observations, thermal profiles.

(c) Bathymetry, bottom composition.

(d) Surface ducts.

(10) Any mitigation measures in effect (steps taken by naval units identified in subparagraph 2d(7) above, to mitigate against impacts on marine mammals), including:

(a) Lookouts (training, if any, in marine mammal sighting).

(b) Marine mammal pre-exercise surveys.

(c) Coordination with air assets.

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(d) Marine mammals spotted prior to and during exercise.

(e) Steps taken to avoid marine mammals.

(11) The existence, if any, of environmental planning documents (e.g., National Environmental Policy Act documents, Protective Measures Assessment Protocol reports) relevant to the naval activity described above.

(12) Location of relevant documents, logs, and records (in addition to the information delineated above, retain all associated documents, logs, and records relating to ship movement, sonar usage, weather/environmental observations, bathythermograph observations for units identified in subparagraph 2d(7) above).

(13) Additional information (e.g., possible difficulties in obtaining information from a foreign navy or government, media attention anticipated).

(14) Command POC (name/phone number/e-mail).

**3. Voice Message Reports**

a. Initial voice reports shall be made within the timeframe specified in chapter 2, section I.

b. (b) (7)(E)

c. Voice message formats for marine mammal incidents are the same as for the OPREP-3 NAVY BLUE.

d. Voice Message Report Example

(b) (7)(E)

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(b) (7)(E)

4. Record Message Report

a. Initial record message reports shall be made within the timeframe specified in chapter 2, section I. Updated reports are required per subparagraph 2b above.

b. MTF data sets are the same as for the OPREP-3 NAVY BLUE.

c. OPREP-3 NAVY BLUE Record Message Example

(1) ACTION addresses:

(b) (7)(E)

(2) INFO addresses:

(b) (7)(E)



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d. Message body:

(b) (7)(E)

GENTEXT/INCIDENT IDENTIFICATION AND DETAILS/

1. MARINE MAMMAL INCIDENT: WHALE STRIKE
2. DATE OF INCIDENT: 09AUG2005
3. TIME OF INCIDENT: 0753L
4. LOCATION OF INCIDENT: OFF JAPAN'S SOUTHERN COAST
5. WHALE STRIKE DETAILS:
  - A. PERSON DISCOVERING EVENT: SN SMITH, LOOKOUT
  - B. CIRCUMSTANCES SURROUNDING DISCOVERY: NORMAL STEAMING OPS
  - C. DESCRIPTION OF ANIMAL: SPERM WHALE
  - D. PHOTOS/VIDEOS: NONE
6. STRANDING DETAILS: N/A
7. NAVAL UNITS INVOLVED: NONE
8. ACOUSTIC ACTIVITY: NONE
9. OCEANOGRAPHIC DETAILS: SEA STATE 1
10. MITIGATION MEASURES IN EFFECT: ALL LOOKOUTS QUALIFIED IN MARINE MAMMAL SIGHTING
11. ENV PLANNING DOCS: NONE
12. LOCATION OF RELEVANT DOCS: LOGS RETAINED ONBOARD
13. ADDITIONAL INFO: MEDIA ATTENTION ANTICIPATED
14. POC: LT (b) (7)(E), COMM (b) (7)(E), DSN (b) (7)(E), (b) (7)(E) //

5. Guidance and Definitions

a. Reportable Marine Mammal Events. Due to the nature, location, and visibility of certain events involving marine mammals, expeditious reporting is required.

(1) Whale strikes. Whale strikes continue to be reportable events per reference (ac).

(2) Strandings. The NOAA Fisheries definition of stranding includes not only those animals found alive or dead on beaches, but also those floating dead in open water.

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(3) Other. Claims of unusual marine mammal behavior reported in the media, or by National Marine Fisheries Service, a private party or non-governmental entity in which naval operations, exercises or training have been implicated are reportable events. Any other incident involving marine mammals, which have significant media interest and may implicate naval operations at sea are also reportable events. Examples of such marine mammal events might include manatee strandings or mass strandings (two or more) of dolphins, seals, sea lions, otters, etc.

b. For purposes of this section, "naval operations at sea" means surface and subsurface activities involving one or more units engaged in operations, exercises or training. It also includes air operations that may have an affect on the marine environment.

c. Navy Marine Mammal Stranding Response Team (NMMSRT). The NMMSRT is responsible for marine mammal incident management including notification of their chain of command, incident analysis, and incident response. For all events resulting in FOLUP reporting, OPNAV (N45) will coordinate efforts of the NMMSRT. The NMMSRT will include CNO (N3/N5) and OPNAV (N45), CHINFO, Office of Legislative Affairs-Navy, and the cognizant fleet commander.

d. The (b) (7)(E) shall contact the appropriate fleet BWCs to obtain information on Navy units that may have been in the vicinity (within 50 NM and 24 hours) of the incident. Submarine or aircraft information may not be immediately available and shall be provided as an update to the NMMSRT as soon as the information is available. In addition, sonar use information for units so equipped and identified as being in the vicinity of the event shall be obtained and forwarded to the NOC BWC as rapidly as possible. No interim commands will issue any press releases or otherwise comment on stranding or strike incidents unless directed by the NMMSRT.

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APPENDIX E - (b) (7)(E)

1. Specific Reporting Instructions. (b) (7)(E)

[REDACTED]

a. (b) (7)(E)

[REDACTED]

b. (b) (7)(E)

[REDACTED]

c. (b) (7)(E)

[REDACTED]

2. (b)  
(7)  
(E)

[REDACTED]

3. Report Content. (b) (7)(E)

[REDACTED]

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(b) (7)(E)

a. (b) (7)(E)

b. (b) (7)(E)

c. (b) (7)(E)

d. (b) (7)(E)

e. (b) (7)(E)

f. (b) (7)(E)

4. Voice Message Reports

a. Initial voice reports shall be made within the timeframe specified in chapter 2, section I.

b. (b) (7)(E)

c. (b) (7)(E)

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(b) (7)(E) [REDACTED]

d. OPREP-3 NAVY BLUE Voice Message Report Example:

(b) (7)(E) [REDACTED]

5. Record Message Reports

a. The initial voice shall be made within the timeframe specified in chapter 2, section I. The amplifying voice report(s) may be followed by amplifying message report(s).

b. (b) (7)(E) [REDACTED]

c. OPREP-3 NAVY BLUE Record Message Example

(1) ACTION addresses:

(b) (7)(E) [REDACTED]

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(b) (7)(E)

A large rectangular area of the document is completely blacked out, indicating redacted information.

(2) INFO addresses:

(b) (7)(E)

A large rectangular area of the document is completely blacked out, indicating redacted information.

d. Record Message Example

(b) (7)(E)

A large rectangular area of the document is completely blacked out, indicating redacted information.

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APPENDIX F - (b) (7)(E)

1. Specific Reporting Instructions. (b) (7)(E)

[REDACTED]

(1) (b) (7)(E)

(2) (b) (7)(E)

(3) (b) (7)(E)

(4) (b) (7)(E)

(5) (b) (7)(E)

[REDACTED]

(6) (b) (7)(E)

(7) (b) (7)(E)

[REDACTED]

2. Report Content. (b) (7)(E)

[REDACTED]

a. In general, voice and record message reports should address the following:

(1) What happened?

(2) Who is/was involved?

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- (3) Where did it happen?
- (4) When did it happen?
- (5) Why did it happen?
- (6) What action is ongoing?
- (7) What future action is contemplated?
- (8) What is the impact on the command's mission capability?
- (9) Is any assistance required?
- (10) Is media attention anticipated?
- (11) Command POC and 24-hour contact (CDO or similar) information.

**3. Voice Message Reports**

a. Initial voice reports shall be made within the timeframe specified in chapter 2, section I.

b. Include as much of the above information in the initial voice report as possible, but do not delay the initial report to gather additional information. The above information will be addressed in the initial and amplifying record messages.

c. The voice formats contain only the most important information and may not resemble the entire record version. For brevity, send only needed information. Each line in the main body of the message contains a line number that enables the message to be transmitted faster. Templates for all voice message reports are contained in reference (b).

(b) (7)(E)	(b) (7)(E)	(b) (7)(E)
(b) (7)(E)	(b) (7)(E)	(b) (7)(E)
(b) (7)(E)	(b) (7)(E)	(b) (7)(E)

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#### d. Voice Message Report Example

(b) (7)(E)

#### 4. Record Message Reports

a. Initial record message reports shall be made within the timeframe specified in chapter 2, section I.

b. MTF data sets used in the OPREP-3 NAVY UNIT SITREP message are listed below. The data sets are the same as for the generic OPREP-3 message report contained in reference (b), with the addition of the FLAGWORD set after the REF set.

[illegible]

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(b) (7)(E)

c. Record Message Example

(1) ACTION addresses:

(b) (7)(E)

(2) INFO addresses:

(b) (7)(E)

(3) Additional addresses to be considered:

(b) (7)(E)

(4) For personnel incident reports, use the addresses and format listed in appendix B.

(5) Message body:

(b) (7)(E)

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1. (b) (7)(E) [REDACTED]  
[REDACTED]
2. (b) (7)(E) [REDACTED]
3. (b) (7)(E) [REDACTED]
4. (b) (7)(E) [REDACTED]
5. (b) (7)(E) [REDACTED]  
[REDACTED]

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**APPENDIX G - ACRONYMS**

<b>Acronyms</b>	<b>Meaning</b>
AA&E	ARMS, AMMUNITION, EXPLOSIVES
AMPN	AMPLIFICATION
BWC	BATTLE WATCH CAPTAIN
C	CONDITIONAL (USMTF DATA SET OCCURRENCE)
CDO	COMMAND DUTY OFFICER
CHINFO	CNO CHIEF OF INFORMATION
CJCS	CHAIRMAN, JOINT CHIEFS OF STAFF
CJCSM	CHAIRMAN, JOINT CHIEFS OF STAFF MANUAL
CMDAUTH	COMMAND AUTHORITY
CNIC	COMMANDER, NAVY INSTALLATIONS
CNO	CHIEF OF NAVAL OPERATIONS
CO	COMMANDING OFFICER
COMFIFTHFLT	COMMANDER, FIFTH FLEET
COMNAVSAFECEN	COMMANDER, NAVAL SAFETY CENTER
COMPACFLT	COMMANDER, U.S. PACIFIC FLEET
COMSECONDFLT	COMMANDER, SECOND FLEET
COMUSFLTFORCOM	COMMANDER, U.S. FLEET FORCES COMMAND
COMUSNAVCENT	COMMANDER, U.S. NAVAL FORCES CENTRAL COMMAND
COMUSNAVEUR	COMMANDER, U.S. NAVAL FORCES EUROPE
COMUSNAVSO	COMMANDER, U.S. NAVAL FORCES SOUTH
(b) (7)(E)	(b) (7)(E)
(b) (7)(E)	(b) (7)(E)
DECL	MESSAGE DOWNGRADING AND DECLASSIFICATION DATA
DISA	DEFENSE INFORMATION SYSTEMS AGENCY
DMS	DEFENSE MESSAGING SYSTEM
DoD	Department of Defense
DSN	DEFENSE SWITCHED NETWORK
DSRN	DEFENSE SWITCHED RED NETWORK
DTG	DATE/TIME GROUP
DUI	DRIVING UNDER THE INFLUENCE
EA	EMERGENCY ACTION
ES	ELECTRONIC SPILLAGE
EO	EQUAL OPPORTUNITY
EVACTO	EVACUATION INFORMATION
EVTYP	EVENT TYPE
EXER	EXERCISE IDENTIFICATION
EXORDS	EXECUTION ORDERS
FAR	FAMILY ADVOCACY REPRESENTATIVE

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**APPENDIX G - ACRONYMS**

<b>Acronyms</b>	<b>Meaning</b>
FLAGWORD	FLAGWORD INFORMATION
FMF	FLEET MARINE FORCE
FOLUP	FOLLOW UP
FP	FORCE PROTECTION
FRD	FORMERLY RESTRICTED DATA
FWO	FLEET WATCH OFFICER
GCCS	GLOBAL COMMAND AND CONTROL SYSTEM
GCMA	GENERAL COURTS MARTIAL AUTHORITY
GENTEXT	INCIDENT IDENTIFICATION AND DETAILS
ISIC	IMMEDIATE SUPERIOR IN COMMAND
JAG	JUDGE ADVOCATE GENERAL
JWICS	JOINT WORLDWIDE INTELLIGENCE COMMUNICATION SYSTEM
J3	JOINT STAFF OPERATIONS DIRECTORATE
KTS	KNOTS
LANTFLT	ATLANTIC FLEET
LAT/LONG	LATITUDE AND LONGITUDE
LERTCON	ALERT CONDITIONS
M	MANDATORY (USMTF DATA SET OCCURRENCE)
MLS	MISSING, LOST, STOLEN
mm	MILLIMETER
MOC	MARITIME OPERATIONS CENTER
MSC	MILITARY SEALIFT COMMAND
MSGID	MESSAGE IDENTIFICATION
MTF	MESSAGE TEXT FORMAT
NARR	NARRATIVE
NAS	NAVAL AIR STATION
NAVCRIMINSERV	NAVAL CRIMINAL INVESTIGATION SERVICE
NAVCRT	NAVY COMPUTER NETWORK INCIDENT RESPONSE TEAM
NIPRNET	NONSECURE INTERNET PROTOCOL ROUTER NETWORK
NM	NAUTICAL MILES
NMCC	NATIONAL MILITARY COMMAND CENTER
NMCI	NAVY MARINE CORPS INTRANET
NMFS	NATIONAL MARINE FISHERIES SERVICE
NMMSR	NATIONAL MARINE MAMMAL STRANDING RESPONSE TEAM
NNSA	NATIONAL NUCLEAR SECURITY ADMINISTRATION
NNWC	NAVAL NETWORK WARFARE COMMAND

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**APPENDIX G - ACRONYMS**

<b>Acronyms</b>	<b>Meaning</b>
NOAA	NATIONAL OCEANOGRAPHIC AND ATMOSPHERIC ADMINISTRATION
NOAA FISHERIES	NATIONAL OCEANOGRAPHIC AND ATMOSPHERIC ADMINISTRATION NATIONAL MARINE FISHERIES SERVICE
NOC	NAVY OPERATIONS CENTER
NOCWO	NAVY OPERATIONS CENTER WATCH OFFICER
(b)(3) 10 U.S.C. 128, 130, (b)(7E)	(b)(3) 10 U.S.C. 128, 130, (b)(7E)
NWP	NAVAL WARFARE PUBLICATION
N411	SUPPLY, ORDNANCE, AND LOGISTICS OPERATIONS
O	OPTIONAL (USMTF DATA SET OCCURRENCE)
OCA	ORIGINAL CLASSIFICATION AUTHORITY
OCC	OCCURRENCE
ONI	OFFICE NAVAL INTELLIGENCE
ONR	OFFICE OF NAVAL RESEARCH
OPER	OPERATION IDENTIFICATION DATA
OPNAV	OFFICE OF THE CHIEF OF NAVAL OPERATIONS
OPNAVINST	OFFICE OF THE CHIEF OF NAVAL OPERATIONS INSTRUCTION
OPREP	OPERATIONAL REPORT
PID	PERSONNEL INJURY/DEATH
POC	POINT OF CONTACT
RD	RESTRICTED DATA
REF	REFERENCE
RMKS	REMARKS
ROE	RULES OF ENGAGEMENT
SAP	SPECIAL ACCESS PROGRAM
SAR	SEARCH AND RESCUE
SATHICOM	SATELLITE HIGH COMMAND NETWORK
SECDEF	SECRETARY OF DEFENSE
SECNAVINST	SECRETARY OF THE NAVY INSTRUCTION
SEQ	SEQUENTIAL
SETID	SET IDENTIFICATION
SIC	SUBJECT IDENTIFIER CODE

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**APPENDIX G - ACRONYMS**

<b>Acronyms</b>	<b>Meaning</b>
SIC	SUPERIOR IN COMMAND
SIPRNET	SECRET INTERNET PROTOCOL ROUTER NETWORK
SITREP	SITUATION REPORT
SM	STATUTE MILES
SOPA	SENIOR OFFICER PRESENT-ASHORE/AFLOAT
SPAWARSSYSCOM	SPACE AND NAVAL WARFARE SYSTEMS COMMAND
SWOP	SPECIAL WEAPONS OPERATING PROCEDURES
TACON	TACTICAL CONTROL
TIMELOC	EVENT TIME AND POSITION
TS	TOP SECRET
UCMJ	UNIFORM CODE OF MILITARY JUSTICE
UIC	UNIT IDENTIFICATION CODE
UNK	UNKNOWN
USS	UNITED STATES SHIP
USMTF	UNITED STATES MESSAGE TEXT FORMAT
USSTRATCOM	UNITED STATES STRATEGIC COMMAND
UTM	UNIVERSAL TRANSVERSE MERCATOR

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**APPENDIX H - GLOSSARY OF TERMS**

<b>Term</b>	<b>Definition</b>
Alphabetic Character	One of the letters from A to Z.
Alphanumeric Character	A combination of alphabetic and/or numeric characters.
Alternative Content Field	A field offering a choice between two or more specified field formats.
Alternative Field Prefix	A combination of a letter and a colon which may precede a field content to identify the alternative chosen from two or more specified field formats.
Amplification Set	A Free-Text set (set identifier AMPN) that is used to insert an explanation of additional information concerning only the preceding set.
Blank Character	See "Space Character."
Character	A letter, digit, or other symbol that is used to represent data.
Columnar Set	A formatted set having an ordered collection of data aligned vertically under a horizontal array of Column Headers.
Column Header	A keyword that describes the type of information contained within a column of a Columnar Set.
Composite Field	A field, comprised of two or more subfields, the content of which represents a chain or linked data items.

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**APPENDIX H - GLOSSARY OF TERMS**

<b>Term</b>	<b>Definition</b>
Composite Field Format	A field format comprised of two or more subfield formats that specify the sequences of character types required to complete a composite field.
Data Base	A collection of data, or a part of the whole of another collection of data, consisting of at least one file, that is sufficient for a given purpose or for a given data processing system.
Data Chain	The combination of two or more data elements linked together in a specified order for a particular purpose or use.
Data Code	A number, letter, or symbol, or any combination thereof, used to represent a data item of a data element.
Data Element	A class (or unit) of information that has a unique meaning. The members (or subunits) of the class are data items.
Data Entry (DE) Column	A two-digit data field within a selected Columnar set used to relate data lines (1) with data lines within another Columnar set, and/or (2) with amplifying information contained in Free-Text sets in the same message.

APPENDIX H - GLOSSARY OF TERMS

Term	Definition
Data Item	A subunit of information within a class of data (data element). Each data item has some unique feature that distinguishes it from other data items classified under the same data element. However, each data item also has characteristics, conditions, or properties that determine the class, i.e., the data element of which it is a member.
Delimiter	A character (normally a space or special character) used to provide separation and distinction between two linked data codes.
End-of-Set Marker	Two consecutive slant symbols (//) that terminate a set.
Extended Special Character	Explanation point (!), at symbol (@), number symbol (#), dollar sign (\$), percent sign (%), caret (^), ampersand (&), asterisk (*), equal sign (=), underscore (_), plus sign (+), left bracket([), right bracket()], left brace({), right brace()}), backward slant(\), quote ("), apostrophe('), semi-colon (;), less than symbol (<), greater than symbol (>), tilde (~), vertical bar( ), and backward accent(/). Lower case letters (a-z) are also allowable. (Also see Special Character.)
Field	An area within a set designated for the entry of characters.

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**APPENDIX H - GLOSSARY OF TERMS**

<b>Term</b>	<b>Definition</b>
Field Content	A combination of characters which represents either a specific data item or a chain of linked data items
Field Descriptor	A keyword (which may be a word, an abbreviation, or an acronym) composed of one to eight alphanumerics that, when used, describes the type of information in a field of a set.
Field Marker	A slant symbol (/) that is used to indicate the start of a field.
Fixed-Length Field Format	A field format that requires an invariable (fixed) number of characters.
Formatted Message	A message in which the text is organized in a predetermined sequence of standard formatted subdivisions, suitable for human and automatic interpretation and processing.
Free-Text Set	A set having the set identifier AMPN, GENTEXT, NARR, or RMKS and containing a Free-Text field format of unlimited length.
General Text	A Free-Text set (set identifier GENTEXT) consisting of one formatted field and one Free-Text field, used to introduce specific information that is not directly related to one or more formatted sets of a message.
Group of Fields	A collection of fields at the end of a set format designated to enable its repetition as a group.

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**APPENDIX H - GLOSSARY OF TERMS**

<b>Term</b>	<b>Definition</b>
Header Line	The second line of a columnar set. It contains appropriately spaced column headers separated by field markers.
Keywords	Message Identifiers, Set Identifiers, Field Descriptors, or Column Headers that identify specific messages, sets, or the type of information contained in fields or subfields. They assist both the human and computer in understanding and in processing messages.
Left-Justify	To position data within the space allocated so that the first data character occupies the left-most character position of the field or subfield.
Line	A horizontal array of not more than 39 characters.
Linear Set	A formatted set having an ordered collection of data fields presented in a horizontal manner.
Mandatory	The occurrence categorization of those field formats and set formats which are related to essential information.
Message Text	That part of a message that contains the information to be conveyed. It is comprised of introductory, main, and closing text sections.

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**APPENDIX H - GLOSSARY OF TERMS**

<b>Term</b>	<b>Definition</b>
Message Text Formats (MTFs)	Structured messages in keyword format using alphanumeric, special, and blank characters suitable for both human and machine use. MTFs may be transmitted over a variety of communication link types, including digital data links.
Narrative Set	A Free-Text set (set identifier NARR) used to insert an explanation or additional information concerning two or more immediately preceding sets.
Nested Segment	A segment embedded in another, larger segment or nested segment.
Numeric Character	One of the digits from 0 to 9.
Occurrence Category	The class assigned to field formats and set formats that determine whether the formats are to be included in the message text. Occurrence categories are mandatory, operationally determined, or conditional.
Operationally Determined	The occurrence categorization of those field formats and set formats, related to information, which, although pertinent, is not essential. Inclusion of operationally determined set and/or field information is operationally determined by the message drafter.
Remarks Set	A Free-Text set (set identifier RMKS) used to insert an explanation or additional information concerning the entire message.

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**APPENDIX H - GLOSSARY OF TERMS**

<b>Term</b>	<b>Definition</b>
Right-Justify	To position data within the space allocated so that the last data character occupies the right-most character position of the field or subfield (applies only to columnar sets).
Sectioning	A communications system procedure to limit transmission times by breaking a lengthy message into numbered sections.
Segment	A group of set formats related by their content that is designated in a message format to enable its repetition as a group.
Set	A predetermined field or sequence of fields, preceded by a Set Identifier, containing all the required information concerning an aspect of the subject addressed by a formatted message.
Set Format	A unique set format identifier followed by specified sequence of one or more field formats.
Set Identifier (Columnar Set)	One numeric followed by two to seven alphabetic characters used as a key to the structure of a columnar set.
Set Identifier (Linear and Free-Text Sets)	Three to eight alphabetic characters used as a key to the structure of a linear or free-text set.
Space Character	A normally nonprinting character. Same as a blank character.

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APPENDIX H - GLOSSARY OF TERMS

Term	Definition
Special Character	A graphic character that is not a letter nor a number nor a space character. Allowable special characters for USMTF messages are: . , : - / ( ) ? (Also see extended character.)
Subfield	An area within a composite field designated for the entry of specified information (data code).
Subfield Content	A combination of characters that represent a specific data item.
Subfield Format	A field format that is used as part of a composite field format.
Variable-Length Field Format	A field format that allows use of a variable number of characters within prescribed limits.